



Tuesday, February 18, 2025

Regular Board Meeting

6:30 PM

Addison Village Hall

1 Friendship Plaza

Room 1301

Addison, IL 60101

1. **Call to Order**

2. **Roll Call**

Establishment of a quorum

3. **Pledge of Allegiance**

4. **Approval of the Agenda**

5. **Public Comment**

6. **Treasurer's Report**

The Treasurer will provide a report on the library's revenue for the month and year-to-date (YTD), as well as monthly and YTD expenditures, and monthly disbursements including payroll expenses.

Revenue

Received in January: \$70,579.37

YTD Revenue: \$6,789,041.60

Expenditures

Expended in January: \$788,597.50

YTD Expenditures: \$4,980,311.19

Disbursements

\$541,624.46 + January Payroll \$263,323.60

Grand Total for January Disbursements: \$804,948.06

7. **Consent Agenda**

A. Approval of Minutes

B. Approval of Bills & Disbursements

8. **Reports**

A. Director & Staff Reports

Jenny Cuevas, Head of Materials Management, will attend the meeting to provide a report to the board on recent activities from her department.

B. Statistics

C. Building Project Report

D. Friends of the Library Report

9. **Unfinished Business**

A. ACTION ITEM: Salary Benchmarking Proposal

10. **New Business**

A. ACTION ITEM: Non-Resident Library Cards Policy_Recommended Revisions

Section 3050.25 of the Illinois Administrative Code allows for non-resident cards to be issued based on "commonality of community interests" such as enrollment in the school district where the library is located. We would like to update our policy to allow non-resident cards to be issued to all individuals who live in the Addison District 4 service area.

B. ACTION ITEM: Exam Proctoring Policy_Recommended Revisions

C. ACTION ITEM: Surplus Equipment and Furnishings

The Board will be asked to declare items from the 2nd floor as surplus, so that we can start planning for disposal prior to the start of Phase 2 of the renovation in May.

11. **Closed Session (if needed)**

12. **Correspondence & Announcements**

A. Patron Communication

B. Library News

13. **Additional Discussion**

I recommend a Committee of the Whole meeting in March for two purposes:

- My annual review (can be done in closed session)
- Review of the draft budget for FY26
Please come prepared with dates and times you are available.

14. **Adjournment**



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Regular Board Meeting, 6:30 PM
Addison Village Hall
1 Friendship Plaza, Room 1301
Addison, IL 60101

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of the Agenda**
5. **Public Comment**
6. **Treasurer's Report**
7. **Consent Agenda**
 - A. Approval of Minutes
 - B. Approval of Bills & Disbursements
8. **Reports**
 - A. Director & Staff Reports
 - B. Statistics
 - C. Building Project Report
 - D. Friends of the Library Report
9. **Unfinished Business**
 - A. ACTION ITEM: Salary Benchmarking Proposal
10. **New Business**
 - A. ACTION ITEM: Non-Resident Library Cards Policy - Recommended Revisions
 - B. ACTION ITEM: Exam Proctoring Policy - Recommended Revisions
 - C. ACTION ITEM: Surplus Equipment and Furnishings
11. **Closed Session (if needed)**
12. **Correspondence & Announcements**
 - A. Patron Communication
 - B. Library News
13. **Additional Discussion**
14. **Adjournment**

Addison Public Library Balance Sheet as of January 31, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> General Fund <hr/>			
<u>Assets</u>			
10-11-1030 - Cash on Hand - Petty Cash	205.35	0.00	205.35
10-11-1055 - Cash in Bank - Illinois National Bank E-Pay	9.40	0.00	9.40
10-11-1060 - Cash on Hand - Cash Registers	344.14	0.00	344.14
10-11-1065 - Cash in Bank - Harris Bank Friends	7,079.92	1,215.40	8,295.32
10-11-1070 - Cash in Bank - Harris Bank Librarian	2,000.00	0.00	2,000.00
10-11-1075 - Cash in Bank - Harris Bank Comingled	283,400.14	(32,642.73)	250,757.41
10-11-1085 - Cash in Bank - Ehlers	15,609,405.75	54,227.29	15,663,633.04
10-11-1095 - Cash in Bank - Harris Bank MM	6,782,386.35	(459,820.72)	6,322,565.63
10-11-2000 - Allocated Cash	(16,123,841.00)	0.00	(16,123,841.00)
10-12-0100 - Property Taxes Receivable	5,979,656.92	0.00	5,979,656.92
10-12-0101 - Due from State	53,215.63	0.00	53,215.63
	<u>12,593,862.60</u>	<u>(437,020.76)</u>	<u>12,156,841.84</u>
 Liabilities and Fund Balance			
<u>Liabilities</u>			
10-21-2750 - Accounts Payable	194,002.09	(48,073.72)	145,928.37
10-22-0230 - Employee I.M.R.F. Payable	13,728.17	(4,333.90)	9,394.27
10-22-0260 - Def Annuity Withholding Payable	(125.00)	0.00	(125.00)
10-22-0390 - Accrued Payroll	79,692.59	0.00	79,692.59
10-24-0300 - Deferred Property Taxes	5,979,656.92	0.00	5,979,656.92
10-24-0301 - Deferred Revenue - Per Capita Grant	53,017.47	0.00	53,017.47
	<u>6,319,972.24</u>	<u>(52,407.62)</u>	<u>6,267,564.62</u>
 Fund Balance			
10-30-2920 - Reserved - F.I.C.A.	(408,850.99)	0.00	(408,850.99)
10-30-2930 - Reserved - I.M.R.F.	144,313.11	0.00	144,313.11
10-30-2940 - Reserved - Unemployment Comp.	14,873.10	0.00	14,873.10
10-30-2950 - Reserved - Liability Insurance	11,717.53	0.00	11,717.53
10-30-2960 - Reserved - Audit	8,956.00	0.00	8,956.00
10-30-2965 - Reserved - Workers Comp	20,608.18	0.00	20,608.18
10-30-2970 - Reserved - Per Capita Grant	188,607.47	0.00	188,607.47
10-30-2990 - Unreserved Fund Balance	3,196,042.78	0.00	3,196,042.78
	<u>3,176,267.18</u>	<u>0.00</u>	<u>3,176,267.18</u>
 Total Liabilities and Fund Balance	<u>9,496,239.42</u>	<u>(52,407.62)</u>	<u>9,443,831.80</u>
 Excess Revenues Over Expenses	<u>3,097,623.18</u>	<u>(384,613.14)</u>	<u>2,713,010.04</u>

Addison Public Library Balance Sheet as of January 31, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Capital Improvement Fund <hr/>			
<u>Assets</u>			
80-11-1110 - Cash in Bank - III Metropolitan	653,902.23	2,506.83	656,409.06
80-11-2000 - Allocated Cash	16,122,053.97	0.00	16,122,053.97
	16,775,956.20	2,506.83	16,778,463.03
Liabilities and Fund Balance			
<u>Liabilities</u>			
80-21-2750 - Accounts Payable	0.00	335,911.82	335,911.82
	0.00	335,911.82	335,911.82
<u>Fund Balance</u>			
80-30-2999 - Reserved for Capital Projects	17,346,830.84	0.00	17,346,830.84
	17,346,830.84	0.00	17,346,830.84
Total Liabilities and Fund Balance	17,346,830.84	335,911.82	17,682,742.66
Excess Revenues Over Expenses	(570,874.64)	(333,404.99)	(904,279.63)

<hr/> Rebillables Fund <hr/>			
<u>Assets</u>			
90-11-2000 - Allocated Cash	1,787.03	0.00	1,787.03
	1,787.03	0.00	1,787.03
Liabilities and Fund Balance			
<u>Liabilities</u>			
<u>Fund Balance</u>			
90-30-2990 - Fund Balance	1,787.03	0.00	1,787.03
	1,787.03	0.00	1,787.03
Total Liabilities and Fund Balance	1,787.03	0.00	1,787.03

Addison Public Library

Balance Sheet as of January 31, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Total All Funds <hr/>			
<u>Assets</u>			
Cash on Hand - Petty Cash	205.35	0.00	205.35
Cash in Bank - Illinois National Bank	9.40	0.00	9.40
Cash on Hand - Cash Registers	344.14	0.00	344.14
Cash in Bank - Harris Bank Friends	7,079.92	1,215.40	8,295.32
Cash in Bank - Harris Bank Librarian	2,000.00	0.00	2,000.00
Cash in Bank - Harris Bank Comingled	283,400.14	(32,642.73)	250,757.41
Cash in Bank - Ehlers	15,609,405.75	54,227.29	15,663,633.04
Cash in Bank - Harris Bank MM	6,782,386.35	(459,820.72)	6,322,565.63
Cash in Bank - Ill Metropolitan	653,902.23	2,506.83	656,409.06
Property Taxes Receivable	5,979,656.92	0.00	5,979,656.92
Due from State	53,215.63	0.00	53,215.63
	<u>29,371,605.83</u>	<u>(434,513.93)</u>	<u>28,937,091.90</u>
 Liabilities and Fund Balance			
<u>Liabilities</u>			
Accounts Payable	194,002.09	287,838.10	481,840.19
Employee I.M.R.F. Payable	13,728.17	(4,333.90)	9,394.27
Def Annuity Withholding Payable	(125.00)	0.00	(125.00)
Accrued Payroll	79,692.59	0.00	79,692.59
Deferred Property Taxes	5,979,656.92	0.00	5,979,656.92
Deferred Revenue - Per Capita Grant	53,017.47	0.00	53,017.47
	<u>6,319,972.24</u>	<u>283,504.20</u>	<u>6,603,476.44</u>
 <u>Fund Balance</u>			
Reserved - F.I.C.A.	(408,850.99)	0.00	(408,850.99)
Reserved - I.M.R.F.	144,313.11	0.00	144,313.11
Reserved - Unemployment Comp.	14,873.10	0.00	14,873.10
Reserved - Liability Insurance	11,717.53	0.00	11,717.53
Reserved - Audit	8,956.00	0.00	8,956.00
Reserved - Workers Comp	20,608.18	0.00	20,608.18
Reserved - Per Capita Grant	188,607.47	0.00	188,607.47
Unreserved Fund Balance	3,197,829.81	0.00	3,197,829.81
Reserved for Capital Projects	17,346,830.84	0.00	17,346,830.84
	<u>20,524,885.05</u>	<u>0.00</u>	<u>20,524,885.05</u>
 Total Liabilities & Fund Balance	 <u>26,844,857.29</u>	 <u>283,504.20</u>	 <u>27,128,361.49</u>
 Excess Revenues Over Expenditures	 <u>2,526,748.54</u>	 <u>(718,018.13)</u>	 <u>1,808,730.41</u>

Addison Public Library Balance Sheet as of January 31, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
General Capital Assets Fund			
<u>Assets</u>			
95-14-0400 - Building Improvements	1,060,653.18	0.00	1,060,653.18
95-14-0410 - Construction in Progress	544,034.00	0.00	544,034.00
95-14-0450 - Books and Materials	3,316,608.82	0.00	3,316,608.82
95-14-0480 - Office Equipment	<u>1,169,651.00</u>	<u>0.00</u>	<u>1,169,651.00</u>
	<u>6,090,947.00</u>	<u>0.00</u>	<u>6,090,947.00</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
95-20-1000 - Accumulated Depreciation	<u>2,560,408.00</u>	<u>0.00</u>	<u>2,560,408.00</u>
	<u>2,560,408.00</u>	<u>0.00</u>	<u>2,560,408.00</u>
<u>Net Capital Assets</u>			
95-30-0600 - Net Capital Assets	<u>3,530,539.00</u>	<u>0.00</u>	<u>3,530,539.00</u>
	<u>3,530,539.00</u>	<u>0.00</u>	<u>3,530,539.00</u>
Total Liabilities and Net Capital Assets	<u><u>6,090,947.00</u></u>	<u><u>0.00</u></u>	<u><u>6,090,947.00</u></u>

**Addison Public Library
Revenue Report
For the 9 Months Ended January 31, 2025**

<u>General Fund</u>	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Taxes</u>					
10-41-3201 - Property Current - General	0.00	5,273,039.21	5,292,463.18	19,423.97	99.63
10-41-3202 - Property Current - F.I.C.A.	0.00	285,152.80	286,203.19	1,050.39	99.63
10-41-3203 - Property Current - I.M.R.F.	0.00	300,401.62	301,508.17	1,106.55	99.63
10-41-3205 - Property Current - Liability Insurance	0.00	60,995.25	61,219.93	224.68	99.63
10-41-3206 - Property Current - Audit	0.00	7,624.40	7,652.49	28.09	99.63
10-41-3207 - Property Current - Unemployment	0.00	4,574.65	4,591.49	16.84	99.63
10-41-3208 - Property Current - Workers Compensation	0.00	4,574.65	4,591.49	16.84	99.63
10-41-3301 - Replacement Taxes	0.00	62,210.14	100,000.00	37,789.86	62.21
10-41-3400 - Aggregate Refunds	<u>0.00</u>	<u>21,348.34</u>	<u>21,426.98</u>	<u>78.64</u>	<u>99.63</u>
	<u>0.00</u>	<u>6,019,921.06</u>	<u>6,079,656.92</u>	<u>59,735.86</u>	<u>99.02</u>
<u>Fines & Fees</u>					
10-42-3010 - Fines	522.95	5,061.62	5,000.00	(61.62)	101.23
10-42-3011 - Reciprocal Borrowing Reimbursements	0.00	1,322.28	1,000.00	(322.28)	132.23
10-42-3012 - Nonresident Fees	0.00	1,811.62	3,500.00	1,688.38	51.76
10-42-3016 - Scanner Fees	720.48	7,257.50	6,500.00	(757.50)	111.65
10-42-3023 - Activity Fees	0.00	825.30	0.00	(825.30)	0.00
10-42-3099 - Printing and Other Fees	<u>678.00</u>	<u>5,182.10</u>	<u>5,000.00</u>	<u>(182.10)</u>	<u>103.64</u>
	<u>1,921.43</u>	<u>21,460.42</u>	<u>21,000.00</u>	<u>(460.42)</u>	<u>102.19</u>
<u>Intergovernmental</u>					
10-43-3004 - Per Capita Grant - Current Year	0.00	53,017.47	52,660.00	(357.47)	100.68
10-43-3009 - Other Grants	0.00	300.00	0.00	(300.00)	0.00
10-43-3016 - Pathways to Success Grant	<u>0.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>(2,000.00)</u>	<u>0.00</u>
	<u>0.00</u>	<u>55,317.47</u>	<u>52,660.00</u>	<u>(2,657.47)</u>	<u>105.05</u>
<u>Interest</u>					
10-46-3028 - Other Interest Income	5,577.74	54,721.50	20,000.00	(34,721.50)	273.61
10-46-3029 - Interest on TD Ameritrade	<u>54,227.29</u>	<u>600,831.68</u>	<u>300,000.00</u>	<u>(300,831.68)</u>	<u>200.28</u>
	<u>59,805.03</u>	<u>655,553.18</u>	<u>320,000.00</u>	<u>(335,553.18)</u>	<u>204.86</u>
<u>Miscellaneous</u>					
10-47-3014 - Donations	26.65	(449.13)	100.00	549.13	(449.13)
10-47-3024 - Other Income	4,985.83	7,577.14	2,500.00	(5,077.14)	303.09
10-47-3030 - Friends of Addison Public Library	1,333.60	4,135.66	7,500.00	3,364.34	55.14
10-47-3031 - Friends Hispanic Program	<u>0.00</u>	<u>0.00</u>	<u>450.00</u>	<u>450.00</u>	<u>0.00</u>
	<u>6,346.08</u>	<u>11,263.67</u>	<u>10,550.00</u>	<u>(713.67)</u>	<u>106.76</u>
Total Non-Tax Revenues	<u>68,072.54</u>	<u>743,594.74</u>	<u>404,210.00</u>	<u>(339,384.74)</u>	<u>183.96</u>
Total General Fund Revenues	<u>68,072.54</u>	<u>6,763,515.80</u>	<u>6,483,866.92</u>	<u>(279,648.88)</u>	<u>104.31</u>

**Addison Public Library
Revenue Report
For the 9 Months Ended January 31, 2025**

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Improvement Fund</u>					
<u>Other</u>					
80-46-3029 - Interest on IMET	2,506.83	25,525.80	20,000.00	(5,525.80)	127.63
80-47-3019 - Capital Donations	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>
	<u>2,506.83</u>	<u>25,525.80</u>	<u>120,000.00</u>	<u>94,474.20</u>	<u>21.27</u>
<u>Transfers</u>					
Total Capital Improvement Fund Revenues	<u>2,506.83</u>	<u>25,525.80</u>	<u>120,000.00</u>	<u>94,474.20</u>	<u>21.27</u>
<u>Rebillables Fund</u>					
<u>Miscellaneous</u>					
Total All Funds	<u>70,579.37</u>	<u>6,789,041.60</u>	<u>6,603,866.92</u>	<u>(185,174.68)</u>	<u>102.80</u>

**Addison Public Library
Expense Report
For the 9 Months Ended January 31, 2025**

	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>	<u>Prct. Remain.</u>
<u>General Fund</u>						
<u>Staffing</u>						
10-50-1100 - Staff Salaries and Wages	226,522.61	2,236,631.88	3,440,882.00	1,204,250.12	65.00	35.00
10-50-2200 - Employer F.I.C.A. Expense	17,043.45	168,271.38	263,228.00	94,956.62	63.93	36.07
10-50-2300 - Employer I.M.R.F. Expense	19,790.82	116,541.66	180,710.00	64,168.34	64.49	35.51
10-50-2400 - Health Insurance	36,335.85	328,983.36	513,175.00	184,191.64	64.11	35.89
10-50-2450 - Employee Assistance Program	0.00	3,412.50	3,420.00	7.50	99.78	0.22
10-50-2500 - Recruiting	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>299,692.73</u>	<u>2,853,840.78</u>	<u>4,402,415.00</u>	<u>1,548,574.22</u>	<u>64.82</u>	<u>35.18</u>
<u>Library Materials</u>						
<u>Children Services</u>						
10-52-3100 - Children Books	5,968.93	49,367.86	71,000.00	21,632.14	69.53	30.47
10-52-3900 - Children Other Expenditures	<u>987.81</u>	<u>18,233.37</u>	<u>28,000.00</u>	<u>9,766.63</u>	<u>65.12</u>	<u>34.88</u>
	<u>6,956.74</u>	<u>67,601.23</u>	<u>99,000.00</u>	<u>31,398.77</u>	<u>68.28</u>	<u>31.72</u>
<u>Adult Services</u>						
10-54-3110 - Adult Books	13,234.65	109,484.92	167,000.00	57,515.08	65.56	34.44
10-54-3900 - Adult Other Expenditures	<u>9,782.51</u>	<u>58,304.51</u>	<u>88,000.00</u>	<u>29,695.49</u>	<u>66.26</u>	<u>33.74</u>
	<u>23,017.16</u>	<u>167,789.43</u>	<u>255,000.00</u>	<u>87,210.57</u>	<u>65.80</u>	<u>34.20</u>
<u>Other Library Materials</u>						
10-55-3400 - Magazines/News	318.00	9,504.59	10,500.00	995.41	90.52	9.48
10-55-3500 - Online Databases	30,073.17	172,170.20	223,000.00	50,829.80	77.21	22.79
10-55-3860 - E-Books	10,631.69	56,737.98	75,000.00	18,262.02	75.65	24.35
10-55-3900 - Other Digital Media	<u>0.00</u>	<u>4,719.00</u>	<u>46,000.00</u>	<u>41,281.00</u>	<u>10.26</u>	<u>89.74</u>
	<u>41,022.86</u>	<u>243,131.77</u>	<u>354,500.00</u>	<u>111,368.23</u>	<u>68.58</u>	<u>31.42</u>
Total Library Materials	<u>70,996.76</u>	<u>478,522.43</u>	<u>708,500.00</u>	<u>229,977.57</u>	<u>67.54</u>	<u>32.46</u>
<u>General Contractual Services</u>						
10-56-4100 - Legal Fees	462.37	4,950.42	12,000.00	7,049.58	41.25	58.75
10-56-4410 - Collection Agency Fees	119.20	2,656.80	3,500.00	843.20	75.91	24.09
10-56-4420 - Equipment Rental & Leasing	105.00	3,071.43	4,000.00	928.57	76.79	23.21
10-56-4450 - Accounting Service Fees	1,800.00	18,230.00	23,830.00	5,600.00	76.50	23.50
10-56-4500 - Payroll Service Fees	4,535.22	36,459.52	56,210.00	19,750.48	64.86	35.14
10-56-4600 - Audit Service Fees	0.00	6,798.00	6,798.00	0.00	100.00	0.00
10-56-4900 - Other Contracts	<u>483.74</u>	<u>31,855.77</u>	<u>60,000.00</u>	<u>28,144.23</u>	<u>53.09</u>	<u>46.91</u>
	<u>7,505.53</u>	<u>104,021.94</u>	<u>166,338.00</u>	<u>62,316.06</u>	<u>62.54</u>	<u>37.46</u>

**Addison Public Library
Expense Report
For the 9 Months Ended January 31, 2025**

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Physical Services</u>						
<u>Utilities and Services</u>						
10-58-5100 - Natural Gas Service	2,975.02	11,858.62	28,000.00	16,141.38	42.35	57.65
10-58-5120 - Water Service	0.00	2,402.88	4,000.00	1,597.12	60.07	39.93
10-58-5310 - Refuse Disposal Service	0.00	2,897.84	4,265.00	1,367.16	67.94	32.06
10-58-5320 - Cleaning Service	<u>(587.00)</u>	<u>48,013.00</u>	<u>77,000.00</u>	<u>28,987.00</u>	<u>62.35</u>	<u>37.65</u>
	<u>2,388.02</u>	<u>65,172.34</u>	<u>113,265.00</u>	<u>48,092.66</u>	<u>57.54</u>	<u>42.46</u>
<u>Telecommunications</u>						
10-58-5510 - Telephone	377.72	4,567.58	11,500.00	6,932.42	39.72	60.28
10-58-5570 - Leased Internet Access Line	<u>496.01</u>	<u>6,066.58</u>	<u>7,500.00</u>	<u>1,433.42</u>	<u>80.89</u>	<u>19.11</u>
	<u>873.73</u>	<u>10,634.16</u>	<u>19,000.00</u>	<u>8,365.84</u>	<u>55.97</u>	<u>44.03</u>
<u>Maintenance and Repair</u>						
10-58-5610 - Building Supplies	1,016.61	25,330.39	45,000.00	19,669.61	56.29	43.71
10-58-5620 - HVAC	1,790.28	10,930.83	35,000.00	24,069.17	31.23	68.77
10-58-5690 - Other Building Materials & Repair	1,104.92	4,529.62	15,000.00	10,470.38	30.20	69.80
10-58-5710 - Equipment Maintenance & Repair	<u>24,599.35</u>	<u>49,488.46</u>	<u>85,000.00</u>	<u>35,511.54</u>	<u>58.22</u>	<u>41.78</u>
	<u>28,511.16</u>	<u>90,279.30</u>	<u>180,000.00</u>	<u>89,720.70</u>	<u>50.16</u>	<u>49.84</u>
Total Physical Services	<u>31,772.91</u>	<u>166,085.80</u>	<u>312,265.00</u>	<u>146,179.20</u>	<u>53.19</u>	<u>46.81</u>
<u>Automation</u>						
10-61-4800 - System Development	0.00	25,500.00	49,000.00	23,500.00	52.04	47.96
10-61-6100 - ILS Services	0.00	30,144.00	67,000.00	36,856.00	44.99	55.01
10-61-6200 - Software/Licenses	<u>17,930.59</u>	<u>72,073.89</u>	<u>100,000.00</u>	<u>27,926.11</u>	<u>72.07</u>	<u>27.93</u>
	<u>17,930.59</u>	<u>127,717.89</u>	<u>216,000.00</u>	<u>88,282.11</u>	<u>59.13</u>	<u>40.87</u>
<u>Continuing Education</u>						
10-62-7410 - Administration	50.00	929.00	3,500.00	2,571.00	26.54	73.46
10-62-7420 - Information Technology	798.00	1,132.74	1,600.00	467.26	70.80	29.20
10-62-7430 - Guest Services	0.00	910.00	1,500.00	590.00	60.67	39.33
10-62-7440 - Adult Services	0.00	1,596.77	2,500.00	903.23	63.87	36.13
10-62-7450 - Children Services	0.00	655.00	1,200.00	545.00	54.58	45.42
10-62-7455 - Teen Services	0.00	651.65	1,200.00	548.35	54.30	45.70
10-62-7460 - Materials Management	219.00	1,995.98	2,700.00	704.02	73.93	26.07
10-62-7470 - Staff In-Service	0.00	2,028.83	7,500.00	5,471.17	27.05	72.95
10-62-7480 - Board	55.00	465.00	2,500.00	2,035.00	18.60	81.40
10-62-7500 - Community Engagement	46.79	1,251.47	2,115.00	863.53	59.17	40.83
10-62-7510 - Memberships (Staff & Board)	1,941.00	6,866.88	11,000.00	4,133.12	62.43	37.57
10-62-7550 - In-State Travel	139.43	8,338.05	13,800.00	5,461.95	60.42	39.58
10-62-7560 - Out-of-State Travel	890.11	2,806.66	6,500.00	3,693.34	43.18	56.82
10-62-7600 - Tuition Reimbursement	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>4,139.33</u>	<u>29,628.03</u>	<u>64,115.00</u>	<u>34,486.97</u>	<u>46.21</u>	<u>53.79</u>

**Addison Public Library
Expense Report
For the 9 Months Ended January 31, 2025**

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Programs</u>						
10-64-8100 - Adult Services Programs	2,240.83	17,902.73	28,000.00	10,097.27	63.94	36.06
10-64-8120 - Children Services Programs - General	892.76	11,334.27	17,000.00	5,665.73	66.67	33.33
10-64-8160 - Teen Program	2,081.89	10,616.82	19,000.00	8,383.18	55.88	44.12
10-64-8165 - Community Engagement Program	0.00	2,361.18	5,075.00	2,713.82	46.53	53.47
10-64-8170 - IT Programs	<u>529.68</u>	<u>4,251.47</u>	<u>6,500.00</u>	<u>2,248.53</u>	<u>65.41</u>	<u>34.59</u>
	<u>5,745.16</u>	<u>46,466.47</u>	<u>75,575.00</u>	<u>29,108.53</u>	<u>61.48</u>	<u>38.52</u>
<u>PR/Marketing</u>						
10-64-8210 - Newsletter	1,104.32	28,461.89	52,350.00	23,888.11	54.37	45.63
10-64-8220 - Flyers/Brochures	0.00	5,714.95	15,150.00	9,435.05	37.72	62.28
10-64-8910 - Other Promotions	<u>561.57</u>	<u>14,329.31</u>	<u>62,000.00</u>	<u>47,670.69</u>	<u>23.11</u>	<u>76.89</u>
	<u>1,665.89</u>	<u>48,506.15</u>	<u>129,500.00</u>	<u>80,993.85</u>	<u>37.46</u>	<u>62.54</u>
<u>Other Operating Expenses</u>						
<u>Supplies</u>						
10-66-9210 - Office Supplies	418.80	3,526.25	7,500.00	3,973.75	47.02	52.98
10-66-9220 - Guest Services Supplies	277.65	3,990.48	5,500.00	1,509.52	72.55	27.45
10-66-9230 - Adult Services Supplies	88.41	851.47	1,000.00	148.53	85.15	14.85
10-66-9240 - Children Services Supplies	331.79	2,262.35	3,000.00	737.65	75.41	24.59
10-66-9245 - Teen Services Supplies	79.95	493.12	1,000.00	506.88	49.31	50.69
10-66-9250 - Materials Management Supplies	2,439.14	19,520.33	35,000.00	15,479.67	55.77	44.23
10-66-9270 - Information Technology Supplies	1,145.45	22,515.73	27,000.00	4,484.27	83.39	16.61
10-66-9290 - Postage	1,057.08	4,080.00	10,000.00	5,920.00	40.80	59.20
10-66-9300 - Library Wide Supplies	1,231.58	6,265.70	11,000.00	4,734.30	56.96	43.04
10-66-9330 - Community Engagement Supplies	<u>128.21</u>	<u>2,763.42</u>	<u>4,320.00</u>	<u>1,556.58</u>	<u>63.97</u>	<u>36.03</u>
	<u>7,198.06</u>	<u>66,268.85</u>	<u>105,320.00</u>	<u>39,051.15</u>	<u>62.92</u>	<u>37.08</u>
<u>Insurance</u>						
10-66-9510 - Unemployment Compensation Insurance	0.00	1,011.59	5,000.00	3,988.41	20.23	79.77
10-66-9520 - Workers' Compensation Insurance	0.00	10,867.00	10,867.00	0.00	100.00	0.00
10-66-9530 - Liability Insurance	<u>0.00</u>	<u>51,546.00</u>	<u>55,500.00</u>	<u>3,954.00</u>	<u>92.88</u>	<u>7.12</u>
	<u>0.00</u>	<u>63,424.59</u>	<u>71,367.00</u>	<u>7,942.41</u>	<u>88.87</u>	<u>11.13</u>
<u>Grant Expenses</u>						
10-66-9840 - Per Capita Grant - Current Year	0.00	2,925.00	52,660.00	49,735.00	5.55	94.45
10-66-9850 - Per Capita Grant - Prior Year	<u>0.00</u>	<u>18,439.32</u>	<u>36,321.86</u>	<u>17,882.54</u>	<u>50.77</u>	<u>49.23</u>
	<u>0.00</u>	<u>21,364.32</u>	<u>88,981.86</u>	<u>67,617.54</u>	<u>24.01</u>	<u>75.99</u>

**Addison Public Library
Expense Report
For the 9 Months Ended January 31, 2025**

	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>	<u>Prct. Remain.</u>
<u>Other Expenses</u>						
10-66-9910 - Hardware	101.89	25,434.27	50,000.00	24,565.73	50.87	49.13
10-66-9920 - Furniture and Equipment	3,488.97	6,468.45	10,000.00	3,531.55	64.68	35.32
10-66-9930 - Reciprocal Borrowing Expense	48.00	163.00	1,000.00	837.00	16.30	83.70
10-66-9940 - Cable Broadcast	400.00	3,600.00	4,800.00	1,200.00	75.00	25.00
10-66-9950 - Donations	400.00	1,159.24	0.00	(1,159.24)	0.00	100.00
10-66-9951 - Friends Hispanic Program	0.00	59.80	450.00	390.20	13.29	86.71
10-66-9960 - Friends of the Library	269.90	2,492.38	7,500.00	5,007.62	33.23	66.77
10-66-9970 - FUNshine Committee	477.20	1,990.07	4,500.00	2,509.93	44.22	55.78
10-66-9980 - Staff Recognition	<u>852.76</u>	<u>3,291.30</u>	<u>9,100.00</u>	<u>5,808.70</u>	<u>36.17</u>	<u>63.83</u>
	<u>6,038.72</u>	<u>44,658.51</u>	<u>87,350.00</u>	<u>42,691.49</u>	<u>51.13</u>	<u>48.87</u>
<u>Transfers</u>						
Total Other Operating Expenses	<u>13,236.78</u>	<u>195,716.27</u>	<u>353,018.86</u>	<u>157,302.59</u>	<u>55.44</u>	<u>44.56</u>
Total General Fund Expenditures	<u>452,685.68</u>	<u>4,050,505.76</u>	<u>6,427,726.86</u>	<u>2,377,221.10</u>	<u>63.02</u>	<u>36.98</u>
<u>Capital Improvement Fund</u>						
<u>Asset Replacement</u>						
80-55-1900 - Asset Replacement Expense	5,875.00	5,875.00	300,000.00	294,125.00	1.96	98.04
80-55-1905 - Renovation Project	<u>330,036.82</u>	<u>923,930.43</u>	<u>10,000,000.00</u>	<u>9,076,069.57</u>	<u>9.24</u>	<u>90.76</u>
	<u>335,911.82</u>	<u>929,805.43</u>	<u>10,300,000.00</u>	<u>9,370,194.57</u>	<u>9.03</u>	<u>90.97</u>
<u>RFID Project</u>						
80-65-1940 - RFID Project	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
Total Capital Improvement Fund Expenditures	<u>335,911.82</u>	<u>929,805.43</u>	<u>10,300,000.00</u>	<u>9,370,194.57</u>	<u>9.03</u>	<u>90.97</u>
<u>Rebillables Fund</u>						
90-50-5900 - Personal Orders	0.00	0.00	0.00	0.00	0.00	100.00
90-50-5950 - Interlibrary Loans, etc.	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
Total All Funds	<u>788,597.50</u>	<u>4,980,311.19</u>	<u>16,727,726.86</u>	<u>11,747,415.67</u>	<u>29.77</u>	<u>70.23</u>

Addison Public Library Check Register

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Addison Public Library 500004 10-66-9960	Friends of the Library	Addison Public Library 500004	110.00	1298	01/31/25	<u>110.00</u>
ADP, LLC #110146 10-56-4500 10-56-4500	Payroll Service Fees Payroll Service Fees	Inv #679827168 Inv #679827981	380.80 4,154.42	21586	01/15/25	<u>4,535.22</u>
Amazon Capital Services 112300 10-64-8120 10-64-8160	Children Services Programs - General Teen Program	1V4Q-Y9X6-63F7 1VFK-KJ7C-33PH	252.49 383.52	21587	01/15/25	<u>636.01</u>
Mission Square 231901 10-22-0260	Def Annuity Withholding Payable	Plan #306740 Payroll Date of 1/15/2025	2,757.55	21588	01/15/25	<u>2,757.55</u>
Nicor Gas 241916 10-58-5100	Natural Gas Service	Acct# 66-89-55-1902 4	2,975.02	21589	01/15/25	<u>2,975.02</u>
Village of Addison - HSA 10-50-2400	Health Insurance	EE & ER HSA Contributions/1/15/2025 Payroll	2,756.90	21590	01/15/25	<u>2,756.90</u>
NobleTec LLC 10-61-6200	Software/Licenses	Inv #C13816	1,454.31	21591	01/22/25	<u>1,454.31</u>
Verizon 10-58-5570	Leased Internet Access Line	Acct. #942337853-0001	97.34	21592	01/22/25	<u>97.34</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	MetLife Hyatt Legal - February 2025	110.00	21593	01/22/25	<u>110.00</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	Allstate ID Theft - February 2025	75.70	21594	01/22/25	<u>75.70</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha - Worksite Benefits 2/25	519.03	21595	01/22/25	<u>519.03</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha - Self Bill/AD&D 2/2025	826.64	21596	01/22/25	<u>826.64</u>

**Addison Public Library
Check Register**

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	BCBS February 2025	32,109.08	21597	01/22/25	<u>32,109.08</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	Delta Dental - February 2025	2,327.57	21598	01/22/25	<u>2,327.57</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	VSP - February 2025	306.91	21599	01/22/25	<u>306.91</u>
Mission Square 231901 10-22-0260	Def Annuity Withholding Payable	Plan #306740 1/29/25 Payroll	2,938.72	21600	01/27/25	<u>2,938.72</u>
Village of Addison - HSA 10-50-2400	Health Insurance	EE/ER HSA Contribution 1/29/25 Payroll	2,756.90	21601	01/27/25	<u>2,756.90</u>
Amazon Capital Services 112300 10-66-9910	Hardware	INV #14L4-67GC-KN6G	101.89	21602	01/31/25	<u>1,432.32</u>
10-66-9220	Guest Services Supplies	INV #1YLG-LTV9-6N7K	32.85			
10-66-9210	Office Supplies	INV #17LP-3HDR-6N47	184.60			
10-66-9250	Materials Management Supplies	INV #1JP4-YKWH-7114	142.40			
10-66-9250	Materials Management Supplies	INV #1KCF-NV6T-4W76	39.98			
10-64-8100	Adult Services Programs	INV #1NNG-HRK7-4CQ3	930.60			
Johnson Controls Security 311290 10-58-5690	Other Building Materials & Repair	Johnson Controls Security 311290	260.00	21603	01/31/25	<u>260.00</u>
Norcomm Public Safety 242571 10-58-5710	Equipment Maintenance & Repair	Inv #17906	105.00	21604	01/31/25	<u>210.00</u>
10-56-4420	Equipment Rental & Leasing	Inv #17906	105.00			
Second Chance Cardiac Solutions 291530 10-66-9300	Library Wide Supplies	Inv #24-009-4796	589.05	21605	01/31/25	<u>589.05</u>
1st Metropolitan Translation Services 112336 10-64-8910	Other Promotions	INV 11-22-24-01	200.00	39006	02/06/25	<u>200.00</u>
Amazon Capital Services 112300 10-66-9240	Children Services Supplies	INV 1Q9P GLDT H3XT	7.45	39007	02/06/25	<u>1,212.37</u>
10-66-9300	Library Wide Supplies	INV 1VGX RHRT JG6P	34.96			
10-66-9270	Information Technology Supplies	INV 1VGX RHRT JG6P	28.95			

Addison Public Library Check Register

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-64-8160	Teen Program	INV 1T16 CTQ4 MQVN	175.00			
10-64-8160	Teen Program	INV 177R N6J7 6HHR	187.50			
10-66-9920	Furniture and Equipment	INV 1CVM THD4 D9CJ	173.98			
10-54-3900	Adult Other Expenditures	INV 1QJ7 RVJR DHWG	59.84			
10-54-3110	Adult Books	INV 11NF WG74 F4PP	110.76			
10-54-3110	Adult Books	INV 11GF 6R14 D6GG	39.97			
10-54-3900	Adult Other Expenditures	INV 11NY JLPM CQWF	-19.67			
10-54-3110	Adult Books	INV 1KT9 CN4F C7HL	21.95			
10-64-8160	Teen Program	INV 1F4J 3NMV CYYW	391.68			
Amazon Capital Services 112300				39008	02/06/25	<u>183.63</u>
10-66-9970	FUNshine Committee	INV 1XC9 FJLP NPDG	23.73			
10-66-9960	Friends of the Library	INV 1DJ1 JQT9 6CW3	159.90			
Angelica Bibbs				39009	02/06/25	<u>500.00</u>
10-64-8170	IT Programs	Paint in Spanish - 9/30	250.00			
10-66-9980	Staff Recognition	Glassware Paint - 2/7	250.00			
Aurelio's Pizza 113172				39010	02/06/25	<u>70.43</u>
10-64-8100	Adult Services Programs	Aurelio's Pizza - 1/14/25	70.43			
Bibliotheca, LLC 121830				39011	02/06/25	<u>22,692.96</u>
10-58-5710	Equipment Maintenance & Repair	INV US79054	3,962.70			
10-58-5710	Equipment Maintenance & Repair	INV US79050	18,730.26			
BMO Harris Bank N.A. 22301				39012	02/06/25	<u>7,804.29</u>
10-61-6200	Software/Licenses	Cyber Fox	87.50			
10-66-9220	Guest Services Supplies	Paper Rolls	244.80			
10-66-9250	Materials Management Supplies	Really Useful Box	154.80			
10-61-6200	Software/Licenses	Deque	409.00			
10-66-9230	Adult Services Supplies	Michael's	62.90			
10-66-9980	Staff Recognition	IHop	150.40			
10-61-6200	Software/Licenses	LighSpeed	141.75			
10-61-6200	Software/Licenses	ScreenConnect	39.00			
10-58-5510	Telephone	SR Fax	12.60			
10-61-6200	Software/Licenses	Zoho Corp	155.00			
10-66-9980	Staff Recognition	IHop	29.15			
10-64-8100	Adult Services Programs	Sam's Club	101.38			
10-61-6200	Software/Licenses	Zoom	15.99			
10-62-7460	Materials Management	Library Journal	219.00			
10-64-8910	Other Promotions	ALA Store	76.07			
10-66-9290	Postage	UPS Store	37.48			

Addison Public Library Check Register

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-61-6200	Software/Licenses	Zoho Corp	123.50			
10-61-6200	Software/Licenses	Zoom	9.88			
10-61-6200	Software/Licenses	Zoom	15.99			
10-61-6200	Software/Licenses	Screen Connect	36.00			
10-66-9300	Library Wide Supplies	Sam's Club	268.32			
10-66-9210	Office Supplies	Jimmy Johns	182.16			
10-58-5610	Building Supplies	Home Depot	81.83			
10-58-5610	Building Supplies	Petco	63.46			
10-66-9290	Postage	USPS	19.60			
10-54-3900	Adult Other Expenditures	Mobile Beacon	1,800.00			
10-66-9250	Materials Management Supplies	Jewel Osco	7.96			
10-55-3400	Magazines/News	Daw Theory Forecasts	289.00			
10-54-3900	Adult Other Expenditures	Mobile Beacon	186.00			
10-61-6200	Software/Licenses	Adobe	330.67			
10-66-9970	FUNshine Committee	Nothing Bundt Cake	429.49			
10-62-7410	Administration	HR Source	50.00			
10-64-8910	Other Promotions	Sticker Muke	285.50			
10-62-7560	Out-of-State Travel	Flights	425.15			
10-62-7560	Out-of-State Travel	Flights	464.96			
10-62-7420	Information Technology	Computers in Libraries	798.00			
Brigit Goudie 892136				39013	02/06/25	<u>150.00</u>
10-64-8120	Children Services Programs - General	Mythological Mosaics - 2/13/25	150.00			
CDS Office Technologies 131476				39014	02/06/25	<u>394.39</u>
10-58-5710	Equipment Maintenance & Repair	INV 1666576	394.39			
Comcast 132554				39015	02/06/25	<u>398.67</u>
10-58-5570	Leased Internet Access Line	INV 232610989	398.67			
Convergent Technologies LLC 132568				39016	02/06/25	<u>744.00</u>
10-58-5710	Equipment Maintenance & Repair	INV IN00265991	744.00			
D&Z House of Books Inc 143662				39017	02/06/25	<u>486.24</u>
10-54-3110	Adult Books	INV 2025/I001013	486.24			
GALE/CENGAGE Learning 171152				39018	02/06/25	<u>7,660.43</u>
10-54-3110	Adult Books	INV 86172854	395.11			
10-55-3500	Online Databases	INV 86192212	5,170.57			
10-55-3500	Online Databases	INV 86192228	2,094.75			
Libraria 131861				39019	02/06/25	<u>2,350.65</u>

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10-52-3100	Children Books	INV 254884	2,350.65			
Manufacturers News Inc 231168				39020	02/06/25	<u>6,814.00</u>
10-55-3500	Online Databases	INV J62575-00	6,814.00			
Marti LaHood - 281914				39021	02/06/25	<u>80.00</u>
10-64-8100	Adult Services Programs	Chair Yoga - 2/13 @ 10am	80.00			
Patricia Trampas 261181				39022	02/06/25	<u>80.00</u>
10-64-8100	Adult Services Programs	Essentrics - 3/6/25 @ 1pm	80.00			
Quill 273145				39023	02/06/25	<u>357.43</u>
10-66-9250	Materials Management Supplies	INV 42443541	9.66			
10-66-9230	Adult Services Supplies	INV 42443541	25.51			
10-66-9300	Library Wide Supplies	INV 42443541	244.60			
10-66-9210	Office Supplies	INV 42443541	7.28			
10-66-9300	Library Wide Supplies	INV 42260656	70.38			
Statista Inc.				39024	02/06/25	<u>6,615.00</u>
10-55-3500	Online Databases	INV A50115-02125	6,615.00			
Tracy Crump Enterprises, LLC				39025	02/06/25	<u>350.00</u>
10-64-8100	Adult Services Programs	Sunrise to Sunset - 2/18/25 7pm	350.00			
Unique Patron Services Solutions 312431				39026	02/06/25	<u>119.20</u>
10-56-4410	Collection Agency Fees	INV 6134530	119.20			
United States Postal Service 312448				39027	02/06/25	<u>1,000.00</u>
10-66-9290	Postage	Permit #85 - APL Newsletter	1,000.00			
Village of Addison: Misc Exp 500010				39028	02/06/25	<u>1,327.00</u>
10-64-8210	Newletter	INV 2025-00000013 - Intergovernmental Newsletter Winter 2024	1,104.32			
10-22-0255	Other Insurance Withholding Payable	TransAmerica Dec 2024	222.68			
Schindler Elevator Corporation				39029	02/06/25	<u>24,750.00</u>
80-55-1905	Renovation Project	INV 7100591349	24,750.00			
Al's Accurate Electric Inc				39030	02/18/25	<u>549.00</u>
10-58-5690	Other Building Materials & Repair	INV 22193	375.00			
10-58-5690	Other Building Materials & Repair	INV 22185	174.00			

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Amazon Capital Services 112300				39031	02/18/25	<u>1,127.09</u>
10-52-3100	Children Books	INV 1GLP WHFG 47PW	180.96			
10-52-3100	Children Books	INV 1PPV PVF4 CC4C	54.82			
10-54-3900	Adult Other Expenditures	INV 1PLP DP66 9YWR	27.23			
10-52-3100	Children Books	INV 174K R9NQ 7XGH	51.94			
10-54-3110	Adult Books	INV 1QP6 JFKV 4HVG	160.39			
10-54-3900	Adult Other Expenditures	INV 1RNK 4CM6 3YPD	87.90			
10-54-3900	Adult Other Expenditures	INV 1W11 GK3X 6W9F	71.20			
10-66-9920	Furniture and Equipment	INV 139F 6YPW 63DW	38.97			
10-64-8170	IT Programs	INV 1DJJ F9LN C36X	129.68			
10-66-9250	Materials Management Supplies	INV 196R MC6F C4RN	47.76			
10-66-9240	Children Services Supplies	INV 1JM9 H4W4 6Y16	6.24			
10-66-9980	Staff Recognition	INV 1JM9 H4W4 6Y16	270.00			
Amazon Capital Services 112300				39032	02/18/25	<u>1,403.42</u>
10-66-9240	Children Services Supplies	INV 1LCX WJDL 6XYL	29.57			
10-52-3100	Children Books	INV 1JTG XC1Q W1H4	64.58			
10-54-3900	Adult Other Expenditures	INV 1JNJ WGP7 6P6X	51.96			
10-54-3110	Adult Books	INV 1WY7 3KL4 347Q	81.94			
10-66-9250	Materials Management Supplies	INV 1CCX 46R7 3ND3	69.25			
10-66-9250	Materials Management Supplies	INV 1KXP T3C3 WJHP	169.13			
10-66-9980	Staff Recognition	INV 11NK 39M4 VK1H	153.21			
10-54-3110	Adult Books	INV 1X1L Q1VR 3VLM	109.90			
10-64-8160	Teen Program	INV 1G7G JQGN 4YG3	283.62			
10-66-9245	Teen Services Supplies	INV 13QR KJ79 3KPR	79.95			
10-64-8160	Teen Program	INV 11NK 39M4 VRJC	270.21			
10-66-9250	Materials Management Supplies	INV 1M3F TJFP YWWY	24.90			
10-66-9210	Office Supplies	INV 1M3F TJFP YWWY	15.20			
Amazon Capital Services 112300				39033	02/18/25	<u>2,019.35</u>
10-64-8160	Teen Program	INV 1CCX 46R7 449P	87.50			
10-52-3100	Children Books	INV 1GWK PTVT 4QF6	60.23			
10-54-3110	Adult Books	INV 1K4V 1TTH 1MCM	86.47			
10-54-3110	Adult Books	INV 1F3P 1M9T YHWY	144.32			
10-54-3110	Adult Books	INV 1Q3H 64NT 4CY1	71.39			
10-52-3100	Children Books	INV 1Q3H 64NT 6G3P	49.01			
10-54-3110	Adult Books	INV 1Y1M FM7C 6KX1	12.79			
10-52-3900	Children Other Expenditures	INV 1C3M X6RQ YXLV	9.49			
10-54-3900	Adult Other Expenditures	INV 1P99 C39V 1MQW	36.99			
10-54-3900	Adult Other Expenditures	INV 1KJT 4Q3L YFW9	84.97			
10-66-9270	Information Technology Supplies	INV 1HWC DQGQ YML6	1,100.01			

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10-66-9330	Community Engagement Supplies	INV 1MDF 71W9 613V	60.22			
10-54-3900	Adult Other Expenditures	INV 1K3J 3YJ1 343R	215.96			
Amazon Capital Services 112300				39034	02/18/25	<u>983.68</u>
10-64-8120	Children Services Programs - General	INV 1RXP 7PXY 7YQ6	214.24			
10-66-9240	Children Services Supplies	INV 1HYN WWPW 17QJ	60.74			
10-66-9970	FUNshine Committee	INV 1CC7 6KVY 7GDG	23.98			
10-64-8120	Children Services Programs - General	INV 1TQ9 RL37 4DKQ	71.77			
10-66-9950	Donations	INV 1JRJ 4RRG 1G64	400.00			
10-64-8120	Children Services Programs - General	INV 1JRJ 4RRG 1G64	10.73			
10-64-8120	Children Services Programs - General	INV 11RH T1CX 7C91	18.99			
10-64-8120	Children Services Programs - General	INV 1FYQ XW6M 16N1	24.54			
10-66-9270	Information Technology Supplies	INV 1WWF GGVY 6X4W	16.49			
10-64-8160	Teen Program	INV 1TQ9 RL37 4PRV	19.98			
10-66-9240	Children Services Supplies	INV 1H1X P49G YWFX	122.22			
American Library Association				39035	02/18/25	<u>1,791.00</u>
10-62-7510	Memberships (Staff & Board)	Member ID 0171705 - Zengue	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2298264 - Lynch	187.00			
10-62-7510	Memberships (Staff & Board)	Member ID 0256685 - Liu	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 1272604 - Cyrier	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2343757 - Williams	125.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2313014 - Van Der Heyden	117.00			
10-62-7510	Memberships (Staff & Board)	Member ID 0261961 - Dini	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2203340 - Eilers	125.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2152903 - Moore	187.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2312663 - Tafolla	210.00			
Angelo Sorce Productions 112417				39036	02/18/25	<u>400.00</u>
10-66-9940	Cable Broadcast	INV 0886	400.00			
Aurelio's Pizza 113172				39037	02/18/25	<u>64.02</u>
10-64-8100	Adult Services Programs	Aurelio's - 1/9/25 @ 6:45 pm	32.01			
10-64-8160	Teen Program	Aurelio's - 1/9/25 @ 6:45 pm	32.01			
Baker & Taylor 120210				39038	02/18/25	<u>290.45</u>
10-64-8100	Adult Services Programs	Inv# 2038805606	290.45			
Baker & Taylor 120230				39039	02/18/25	<u>576.64</u>
10-52-3900	Children Other Expenditures	Inv# 2038843867	576.64			

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Baker & Taylor 120290				39040	02/18/25	<u>2,476.55</u>
10-52-3100	Children Books	Inv# 2038829712	527.28			
10-52-3100	Children Books	Inv# 2038815421	1,204.30			
10-52-3100	Children Books	Inv# 2038801679	324.30			
10-66-9250	Materials Management Supplies	Inv# 2038829713	13.09			
10-66-9250	Materials Management Supplies	Inv# 2038801680	10.71			
10-66-9250	Materials Management Supplies	Inv# 2038815422	58.31			
10-66-9250	Materials Management Supplies	Inv# 2038843864	10.71			
10-52-3100	Children Books	Inv# 2038843863	327.85			
Baker & Taylor 120310				39041	02/18/25	<u>9,497.95</u>
10-54-3110	Adult Books	Inv# 2038806015	4,267.45			
10-54-3110	Adult Books	Inv# 2038815423	1,456.02			
10-54-3110	Adult Books	Inv# 2038791620	1,412.51			
10-66-9250	Materials Management Supplies	Inv# 2038816424	55.93			
10-66-9250	Materials Management Supplies	Inv# 2038791621	52.36			
10-66-9250	Materials Management Supplies	Inv# 2038806016	124.95			
10-66-9250	Materials Management Supplies	Inv# 2038843869	91.63			
10-54-3110	Adult Books	Inv# 2038843868	2,037.10			
Baker & Taylor 120330				39042	02/18/25	<u>39.09</u>
10-54-3110	Adult Books	Inv# 2038829049	39.09			
Bibliotheca, LLC 121830				39043	02/18/25	<u>6,679.52</u>
10-55-3860	E-Books	January 2025	6,679.52			
Carol Leeson				39044	02/18/25	<u>300.00</u>
10-64-8120	Children Services Programs - General	Learn to Crochet - 2/25/25	150.00			
10-64-8170	IT Programs	Learn to Crochet - 2/25/25	150.00			
CatWatch Newsletter				39045	02/18/25	<u>29.00</u>
10-55-3400	Magazines/News	2025-26 Subscription	29.00			
Center Point Publishing 131571				39046	02/18/25	<u>270.87</u>
10-54-3110	Adult Books	INV 2144934	270.87			
Colley Elevator 132555				39047	02/18/25	<u>663.00</u>
10-58-5710	Equipment Maintenance & Repair	INV 275029	663.00			
Complete Cleaning 132523				39048	02/18/25	<u>4,813.00</u>
10-58-5320	Cleaning Service	INV C29295	4,813.00			

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Continua Interiors of Illinois 131414 80-55-1905	Renovation Project	Project# 158-440	1,100.00	39049	02/18/25	<u>1,100.00</u>
Crimson Multimedia Dist. 132835 10-54-3900	Adult Other Expenditures	INV 018707	396.44	39050	02/18/25	<u>1,475.56</u>
10-52-3900	Children Other Expenditures	INV 018708	242.01			
10-54-3900	Adult Other Expenditures	INV 018628	81.08			
10-54-3900	Adult Other Expenditures	INV 018629	484.71			
10-54-3900	Adult Other Expenditures	INV 018627	271.32			
D&Z House of Books Inc 143662 10-52-3100	Children Books	INV 2024/i000914	120.96	39051	02/18/25	<u>575.04</u>
10-54-3110	Adult Books	INV 2025/I001014	156.16			
10-54-3110	Adult Books	INV 2024/U00934	297.92			
Demco Inc 141551 10-66-9920	Furniture and Equipment	INV 7595038	1,660.98	39052	02/18/25	<u>4,148.36</u>
10-66-9920	Furniture and Equipment	INV 7596526	965.34			
10-66-9250	Materials Management Supplies	INV 7588547	872.34			
10-66-9920	Furniture and Equipment	INV 7595051	649.70			
Donna Quick 273141 10-62-7550	In-State Travel	Mileage (17.6 x .70)	12.32	39053	02/18/25	<u>12.32</u>
Eco Lighting Services and Technology LLC 151341 80-55-1905	Renovation Project	Payment #2, Dated 01.31.25, Electrical / Low Voltage Systems	29,700.00	39054	02/18/25	<u>29,700.00</u>
Elizabeth Freebairn 10-62-7550	In-State Travel	Mileage (4.2 x .7)	2.94	39055	02/18/25	<u>2.94</u>
Ferguson Enterprises 161575 10-58-5690	Other Building Materials & Repair	Inv# 9575070	295.92	39056	02/18/25	<u>295.92</u>
Frederick Quinn Corporation 162815 80-55-1905	Renovation Project	Project# FQC# 562 - 12.01.24- 12.31.24	48,375.00	39057	02/18/25	<u>48,375.00</u>
Gabriela Tafolla 162821 10-62-7550	In-State Travel	Mileage (26mi)	18.76	39058	02/18/25	<u>34.51</u>
10-62-7550	In-State Travel	Mileage (23.5mi)	15.75			

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GALE/CENGAGE Learning 171152				39059	02/18/25	<u>4,722.78</u>
10-54-3110	Adult Books	INV 86665420	24.00			
10-54-3110	Adult Books	INV 86472768	173.93			
10-55-3500	Online Databases	INV 86593862	4,524.85			
Grainger 333337				39060	02/18/25	<u>284.60</u>
10-58-5610	Building Supplies	Inv# 84052726	284.60			
Hallett Movers 182563				39061	02/18/25	<u>12,892.50</u>
80-55-1905	Renovation Project	Inv# 67458	12,892.50			
IL Library Association 192210				39062	02/18/25	<u>205.00</u>
10-62-7480	Board	Member ID# 849643 - Pudelek	55.00			
10-62-7510	Memberships (Staff & Board)	Member ID# 843953 - Welko	150.00			
ILL - Benner Library 253228				39063	02/18/25	<u>25.00</u>
10-66-9930	Reciprocal Borrowing Expense	Date Issued: 01.27.25	25.00			
Illinois State Police 192254				39064	02/18/25	<u>100.00</u>
10-56-4100	Legal Fees	Requesting ORI# MS096144, Cost Center# 05309	100.00			
Info USA Marketing Inc 112309				39065	02/18/25	<u>880.00</u>
10-54-3110	Adult Books	INV 10004251636	880.00			
Jack Kelderhouse				39066	02/18/25	<u>18.40</u>
10-62-7550	In-State Travel	Mileage (27 mi)	18.40			
Ketchum & Walton Co. 211532				39067	02/18/25	<u>5,875.00</u>
80-55-1900	Asset Replacement Expense	Inv# H-03420DGO	5,875.00			
Lauterbach&Amen LLP 172582				39068	02/18/25	<u>1,800.00</u>
10-56-4450	Accounting Service Fees	Inv# 100155	1,800.00			
Len's Ace Hardware, Inc. 221567				39069	02/18/25	<u>497.02</u>
10-58-5610	Building Supplies	Inv# 530031/1	179.02			
10-66-9300	Library Wide Supplies	Inv# 529721/1	24.27			
10-58-5610	Building Supplies	Inv# 529721/1	52.93			
10-66-9330	Community Engagement Supplies	Inv# 529721/1	17.99			
10-58-5610	Building Supplies	Inv# 529190/1	105.21			
10-58-5610	Building Supplies	Inv# 529384/1	117.60			

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Lesley Cyrier 892152				39070	02/18/25	<u>57.39</u>
10-64-8100	Adult Services Programs	Rosati's	26.07			
10-64-8160	Teen Program	Rosati's	26.70			
10-62-7550	In-State Travel	Mileage (2.4 mi x .70)	1.68			
10-62-7550	In-State Travel	Mileage (4.2 mi x .70)	2.94			
Libraria 131861				39071	02/18/25	<u>658.95</u>
10-66-9250	Materials Management Supplies	Inv# 255402	6.60			
10-66-9250	Materials Management Supplies	Inv# 255061	0.30			
10-52-3100	Children Books	Inv# 255056	18.95			
10-52-3100	Children Books	Inv# 255401	508.88			
10-52-3100	Children Books	Inv# 255059	124.22			
Library Furniture International 221920				39072	02/18/25	<u>33,314.12</u>
80-55-1905	Renovation Project	Phase 2 - Jul 2025	33,314.12			
Manufacturers News Inc 231168				39073	02/18/25	<u>423.90</u>
10-54-3110	Adult Books	Inv# A11446-00	423.90			
Marti LaHood - 281914				39074	02/18/25	<u>80.00</u>
10-64-8100	Adult Services Programs	Chair Yoga, 02.27.25	80.00			
Matthew Williams 892182				39075	02/18/25	<u>43.92</u>
10-62-7550	In-State Travel	Mileage (42 mi)	29.40			
10-62-7500	Community Engagement	Meal	14.52			
Mechanical Inc 181301				39076	02/18/25	<u>3,460.00</u>
80-55-1905	Renovation Project	Payment #2, Dated: 01.31.25 - Plumbing	3,460.00			
MG Mechanical Contracting, Inc 231980				39077	02/18/25	<u>92,378.00</u>
80-55-1905	Renovation Project	Payment #2, Dated 01.31.25 - HVAC	92,378.00			
Midwest Tape 231925				39078	02/18/25	<u>3,686.71</u>
10-54-3900	Adult Other Expenditures	Inv# 506624663	1,107.80			
10-54-3900	Adult Other Expenditures	Inv# 506624661	36.99			
10-54-3900	Adult Other Expenditures	Inv# 506624662	275.95			
10-55-3860	E-Books	Inv# 506671331	85.38			
10-55-3860	E-Books	Inv# 506682128	2,180.59			
Midwest Tape 231925				39079	02/18/25	<u>2,060.99</u>

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10-54-3900	Adult Other Expenditures	Inv# 506644987	12.74			
10-54-3900	Adult Other Expenditures	Inv# 506645022	313.34			
10-54-3900	Adult Other Expenditures	Inv# 506645024	13.49			
10-54-3900	Adult Other Expenditures	Inv# 506645023	13.49			
10-54-3900	Adult Other Expenditures	Inv# 506645021	37.48			
10-54-3900	Adult Other Expenditures	Inv# 506644989	54.72			
10-54-3900	Adult Other Expenditures	Inv# 506676068	40.76			
10-54-3900	Adult Other Expenditures	Inv# 506676064	50.77			
10-54-3900	Adult Other Expenditures	Inv# 506676066	290.15			
10-54-3900	Adult Other Expenditures	Inv# 506676063	114.68			
10-54-3900	Adult Other Expenditures	Inv# 506671763	42.99			
10-54-3900	Adult Other Expenditures	Inv# 506671761	147.97			
10-54-3900	Adult Other Expenditures	Inv# 506676057	14.99			
10-54-3900	Adult Other Expenditures	Inv# 506676058	62.50			
10-54-3900	Adult Other Expenditures	Inv# 506676061	102.44			
10-54-3900	Adult Other Expenditures	Inv# 506676060	71.23			
10-54-3900	Adult Other Expenditures	Inv# 506645025	47.98			
10-54-3900	Adult Other Expenditures	Inv# 506645026	20.22			
10-54-3900	Adult Other Expenditures	Inv# 506645027	11.99			
10-52-3900	Children Other Expenditures	Inv# 50664520	13.49			
10-52-3900	Children Other Expenditures	Inv# 506676065	71.97			
10-52-3900	Children Other Expenditures	Inv# 506676067	23.99			
10-52-3900	Children Other Expenditures	Inv# 506676062	11.24			
10-66-9250	Materials Management Supplies	Inv# 506697716	476.37			
Midwest Tape 231925				39080	02/18/25	<u>3,909.34</u>
10-54-3900	Adult Other Expenditures	INV 506618775	14.39			
10-54-3900	Adult Other Expenditures	INV 506618686	152.58			
10-54-3900	Adult Other Expenditures	INV 506618776	16.49			
10-54-3900	Adult Other Expenditures	INV 506618772	231.67			
10-54-3900	Adult Other Expenditures	INV 506618774	26.24			
10-55-3860	E-Books	INV 506586522	1,686.20			
10-52-3900	Children Other Expenditures	INV 506582670	14.99			
10-52-3900	Children Other Expenditures	INV 506582675	23.99			
10-54-3900	Adult Other Expenditures	INV 506582676	19.48			
10-54-3900	Adult Other Expenditures	INV 506582649	112.89			
10-54-3900	Adult Other Expenditures	INV 506582648	44.23			
10-54-3900	Adult Other Expenditures	INV 506582647	86.22			
10-54-3900	Adult Other Expenditures	INV 506582646	22.49			
10-54-3900	Adult Other Expenditures	INV 506582645	18.74			
10-54-3900	Adult Other Expenditures	INV 506582671	25.48			
10-54-3900	Adult Other Expenditures	INV 506582644	86.05			

Addison Public Library Check Register

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-54-3900	Adult Other Expenditures	INV 506582674	26.24			
10-54-3900	Adult Other Expenditures	INV 506582673	153.66			
10-54-3900	Adult Other Expenditures	INV 506596870	34.99			
10-54-3900	Adult Other Expenditures	INV 506596871	26.98			
10-54-3900	Adult Other Expenditures	INV 506566410	171.97			
10-54-3900	Adult Other Expenditures	INV 506566412	44.99			
10-54-3900	Adult Other Expenditures	INV 506596728	139.97			
10-54-3900	Adult Other Expenditures	INV 506618777	14.24			
10-54-3900	Adult Other Expenditures	INV 506618689	356.58			
10-54-3900	Adult Other Expenditures	INV 506618688	60.72			
10-54-3900	Adult Other Expenditures	INV 506618770	60.72			
10-54-3900	Adult Other Expenditures	INV 506618771	76.47			
10-54-3900	Adult Other Expenditures	INV 506618773	80.97			
10-54-3900	Adult Other Expenditures	INV 506618778	78.71			
Midwest Wrecking Co, Inc 231979				39081	02/18/25	<u>72,000.00</u>
80-55-1905	Renovation Project	Payment# 2, Dated 01.31.25 , Demolition	72,000.00			
Nardi's Pizza 241172				39082	02/18/25	<u>379.05</u>
10-64-8100	Adult Services Programs	Inv# 251858	31.50			
10-64-8160	Teen Program	Inv# 251858	31.50			
10-64-8100	Adult Services Programs	Inv# 251859	62.13			
10-64-8160	Teen Program	Inv# 251859	62.12			
10-64-8160	Teen Program	Inv# 202766	53.05			
10-64-8100	Adult Services Programs	Inv# 251860	52.50			
10-64-8160	Teen Program	Inv# 251860	52.50			
10-64-8100	Adult Services Programs	Inv# 251861	33.75			
Natalie Hernandez				39083	02/18/25	<u>3.15</u>
10-62-7550	In-State Travel	Mileage (4.5mi)	3.15			
ODP Business Solutions 251353				39084	02/18/25	<u>50.00</u>
10-66-9330	Community Engagement Supplies	Inv# 401507669001	50.00			
Patti Gebala 892144				39085	02/18/25	<u>20.16</u>
10-62-7550	In-State Travel	Mileage (28.8 mi)	20.16			
Peru Public Library 232101				39086	02/18/25	<u>23.00</u>
10-66-9930	Reciprocal Borrowing Expense	Inv# 651335	23.00			
Playaway Products 262219				39087	02/18/25	<u>877.75</u>

Addison Public Library Check Register

All Bank Accounts
January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-54-3900	Adult Other Expenditures	Inv# 488926	877.75			
Product Architecture + Design 262850				39088	02/18/25	<u>12,067.20</u>
80-55-1905	Renovation Project	Inv# 1650.0872	12,067.20			
Pyramid Sports Bar				39089	02/18/25	<u>50.01</u>
10-64-8100	Adult Services Programs	01.09.25	25.01			
10-64-8160	Teen Program	01.09.25	25.00			
Quill 273145				39090	02/18/25	<u>135.13</u>
10-66-9240	Children Services Supplies	Inv# 42495453	105.57			
10-66-9210	Office Supplies	Inv# 42495453	29.56			
Ra'am Integration Solutions				39091	02/18/25	<u>1,790.28</u>
10-58-5620	HVAC	Inv# 1615	195.00			
10-58-5620	HVAC	Inv# 1614	1,595.28			
Robbins Schwartz 282514				39092	02/18/25	<u>362.37</u>
10-56-4100	Legal Fees	Client# 008872	362.37			
Rowman & Littlefield Publishing Group 282590				39093	02/18/25	<u>74.47</u>
10-54-3110	Adult Books	Inv# 12595138	74.47			
Sara Lock				39094	02/18/25	<u>32.27</u>
10-62-7500	Community Engagement	Mileage (46.1 mi x .70)	32.27			
Scholastic Library Publishing 172866				39095	02/18/25	<u>4,854.00</u>
10-55-3500	Online Databases	Inv# 67828216	4,854.00			
Sherie C Shapiro 291967				39096	02/18/25	<u>75.00</u>
10-64-8100	Adult Services Programs	Ageless Grace - Timeless Fitness 02.20.25	75.00			
Swan 293316				39097	02/18/25	<u>15,072.00</u>
10-61-6200	Software/Licenses	Inv# 11583	15,072.00			
Todays Business Solutions,Inc 302521				39098	02/18/25	<u>365.12</u>
10-58-5510	Telephone	Inv# 0120252	365.12			
Unique Patron Services Solutions 312431				39099	02/18/25	<u>40.00</u>
10-61-6200	Software/Licenses	Inv# 6136269	40.00			

Addison Public Library

Check Register

All Bank Accounts

January 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Villa Park Electrical Supply 321940 10-58-5610	Building Supplies	Inv# 276750-00	131.96	39100	02/18/25	<u>131.96</u>
Yabin Liu 822198 10-62-7550	In-State Travel	Mileage (19mi)	13.30	39101	02/18/25	<u>13.30</u>
Yesenia Benavidez 892185 10-62-7550	In-State Travel	Mileage (2.4 mi x .70)	1.68	39102	02/18/25	<u>16.38</u>
10-62-7550	In-State Travel	Mileage (9.6 mi x .70)	6.72			
10-62-7550	In-State Travel	Mileage (6.6 mi x .70)	4.62			
10-62-7550	In-State Travel	Mileage (2.4 mi x .70)	1.68			
10-62-7550	In-State Travel	Mileage (2.4 mi x .70)	1.68			
					Check List Total	<u><u>541,624.46</u></u>

Addison Public Library**Check List**

All Bank Accounts

January 1, 2025 - February 18, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
1298	01/31/25	Addison Public Library 500004	110.00
21586	01/15/25	ADP, LLC #110146	4,535.22
21587	01/15/25	Amazon Capital Services 112300	636.01
21588	01/15/25	Mission Square 231901	2,757.55
21589	01/15/25	Nicor Gas 241916	2,975.02
21590	01/15/25	Village of Addison - HSA	2,756.90
21591	01/22/25	NobleTec LLC	1,454.31
21592	01/22/25	Verizon	97.34
21593	01/22/25	Village of Addison: Misc Exp 500010	110.00
21594	01/22/25	Village of Addison: Misc Exp 500010	75.70
21595	01/22/25	Village of Addison: Misc Exp 500010	519.03
21596	01/22/25	Village of Addison: Misc Exp 500010	826.64
21597	01/22/25	Village of Addison:Health Ins 500011	32,109.08
21598	01/22/25	Village of Addison:Health Ins 500011	2,327.57
21599	01/22/25	Village of Addison:Health Ins 500011	306.91
21600	01/27/25	Mission Square 231901	2,938.72
21601	01/27/25	Village of Addison - HSA	2,756.90
21602	01/31/25	Amazon Capital Services 112300	1,432.32
21603	01/31/25	Johnson Controls Security 311290	260.00
21604	01/31/25	Norcomm Public Safety 242571	210.00
21605	01/31/25	Second Chance Cardiac Solutions 291530	589.05
39006	02/06/25	1st Metropolitan Translation Services 112336	200.00
39007	02/06/25	Amazon Capital Services 112300	1,212.37
39008	02/06/25	Amazon Capital Services 112300	183.63
39009	02/06/25	Angelica Bibbs	500.00
39010	02/06/25	Aurelio's Pizza 113172	70.43
39011	02/06/25	Bibliotheca, LLC 121830	22,692.96
39012	02/06/25	BMO Harris Bank N.A. 22301	7,804.29
39013	02/06/25	Brigit Goudie 892136	150.00
39014	02/06/25	CDS Office Technologies 131476	394.39
39015	02/06/25	Comcast 132554	398.67
39016	02/06/25	Convergint Technologies LLC 132568	744.00
39017	02/06/25	D&Z House of Books Inc 143662	486.24
39018	02/06/25	GALE/CENGAGE Learning 171152	7,660.43
39019	02/06/25	Libraria 131861	2,350.65
39020	02/06/25	Manufacturers News Inc 231168	6,814.00
39021	02/06/25	Marti LaHood - 281914	80.00
39022	02/06/25	Patricia Trampas 261181	80.00
39023	02/06/25	Quill 273145	357.43
39024	02/06/25	Statista Inc.	6,615.00
39025	02/06/25	Tracy Crump Enterprises, LLC	350.00
39026	02/06/25	Unique Patron Services Solutions 312431	119.20
39027	02/06/25	United States Postal Service 312448	1,000.00
39028	02/06/25	Village of Addison: Misc Exp 500010	1,327.00
39029	02/06/25	Schindler Elevator Corporation	24,750.00
39030	02/18/25	Al's Accurate Electric Inc	549.00
39031	02/18/25	Amazon Capital Services 112300	1,127.09
39032	02/18/25	Amazon Capital Services 112300	1,403.42
39033	02/18/25	Amazon Capital Services 112300	2,019.35
39034	02/18/25	Amazon Capital Services 112300	983.68
39035	02/18/25	American Library Association	1,791.00
39036	02/18/25	Angelo Sorce Productions 112417	400.00
39037	02/18/25	Aurelio's Pizza 113172	64.02
39038	02/18/25	Baker & Taylor 120210	290.45
39039	02/18/25	Baker & Taylor 120230	576.64
39040	02/18/25	Baker & Taylor 120290	2,476.55
39041	02/18/25	Baker & Taylor 120310	9,497.95

Addison Public Library**Check List**

All Bank Accounts

January 1, 2025 - February 18, 2025

Check Number	Check Date	Payee	Amount
39042	02/18/25	Baker & Taylor 120330	39.09
39043	02/18/25	Bibliotheca, LLC 121830	6,679.52
39044	02/18/25	Carol Leeson	300.00
39045	02/18/25	CatWatch Newsletter	29.00
39046	02/18/25	Center Point Publishing 131571	270.87
39047	02/18/25	Colley Elevator 132555	663.00
39048	02/18/25	Complete Cleaning 132523	4,813.00
39049	02/18/25	Continua Interiors of Illinois 131414	1,100.00
39050	02/18/25	Crimson Multimedia Dist. 132835	1,475.56
39051	02/18/25	D&Z House of Books Inc 143662	575.04
39052	02/18/25	Demco Inc 141551	4,148.36
39053	02/18/25	Donna Quick 273141	12.32
39054	02/18/25	Eco Lighting Services and Technology LLC 151341	29,700.00
39055	02/18/25	Elizabeth Freebairn	2.94
39056	02/18/25	Ferguson Enterprises 161575	295.92
39057	02/18/25	Frederick Quinn Corporation 162815	48,375.00
39058	02/18/25	Gabriela Tafolla 162821	34.51
39059	02/18/25	GALE/CENGAGE Learning 171152	4,722.78
39060	02/18/25	Grainger 333337	284.60
39061	02/18/25	Hallett Movers 182563	12,892.50
39062	02/18/25	IL Library Association 192210	205.00
39063	02/18/25	ILL - Benner Library 253228	25.00
39064	02/18/25	Illinois State Police 192254	100.00
39065	02/18/25	Info USA Marketing Inc 112309	880.00
39066	02/18/25	Jack Kelderhouse	18.40
39067	02/18/25	Ketchum & Walton Co. 211532	5,875.00
39068	02/18/25	Lauterbach&Amen LLP 172582	1,800.00
39069	02/18/25	Len's Ace Hardware, Inc. 221567	497.02
39070	02/18/25	Lesley Cyrier 892152	57.39
39071	02/18/25	Libraria 131861	658.95
39072	02/18/25	Library Furniture International 221920	33,314.12
39073	02/18/25	Manufacturers News Inc 231168	423.90
39074	02/18/25	Marti LaHood - 281914	80.00
39075	02/18/25	Matthew Williams 892182	43.92
39076	02/18/25	Mechanical Inc 181301	3,460.00
39077	02/18/25	MG Mechanical Contracting, Inc 231980	92,378.00
39078	02/18/25	Midwest Tape 231925	3,686.71
39079	02/18/25	Midwest Tape 231925	2,060.99
39080	02/18/25	Midwest Tape 231925	3,909.34
39081	02/18/25	Midwest Wrecking Co, Inc 231979	72,000.00
39082	02/18/25	Nardi's Pizza 241172	379.05
39083	02/18/25	Natalie Hernandez	3.15
39084	02/18/25	ODP Business Solutions 251353	50.00
39085	02/18/25	Patti Gebala 892144	20.16
39086	02/18/25	Peru Public Library 232101	23.00
39087	02/18/25	Playaway Products 262219	877.75
39088	02/18/25	Product Architecture + Design 262850	12,067.20
39089	02/18/25	Pyramid Sports Bar	50.01
39090	02/18/25	Quill 273145	135.13
39091	02/18/25	Ra'am Integration Solutions	1,790.28
39092	02/18/25	Robbins Schwartz 282514	362.37
39093	02/18/25	Rowman & Littlefield Publishing Group 282590	74.47
39094	02/18/25	Sara Lock	32.27
39095	02/18/25	Scholastic Library Publishing 172866	4,854.00
39096	02/18/25	Sherie C Shapiro 291967	75.00
39097	02/18/25	Swan 293316	15,072.00
39098	02/18/25	Today's Business Solutions, Inc 302521	365.12
39099	02/18/25	Unique Patron Services Solutions 312431	40.00

Addison Public Library

Check List

All Bank Accounts

January 1, 2025 - February 18, 2025

Check Number	Check Date	Payee	Amount
39100	02/18/25	Villa Park Electrical Supply 321940	131.96
39101	02/18/25	Yabin Liu 822198	13.30
39102	02/18/25	Yesenia Benavidez 892185	16.38
Vendor Check Total			<u>541,624.46</u>
Check List Total			<u><u>541,624.46</u></u>

Check count = 118

Addison Public Library
Payroll Distribution Summary

Board Meeting 2/18/2025

<u>Description</u>	<u>Amount</u>
Payroll	\$263,323.60

Approved by Board of Trustees

President

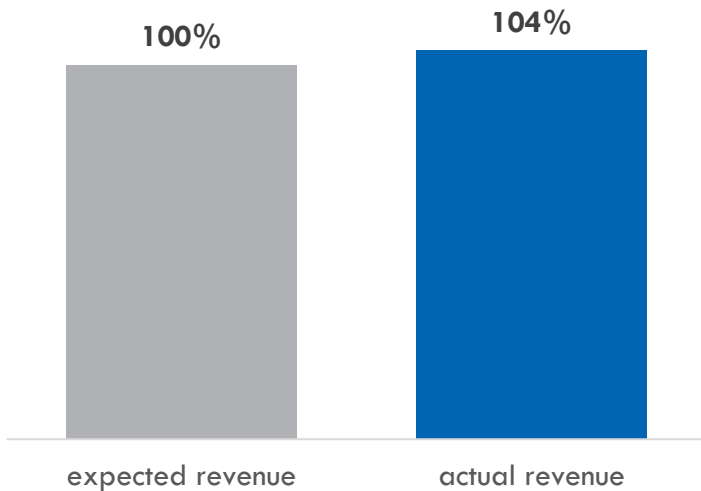
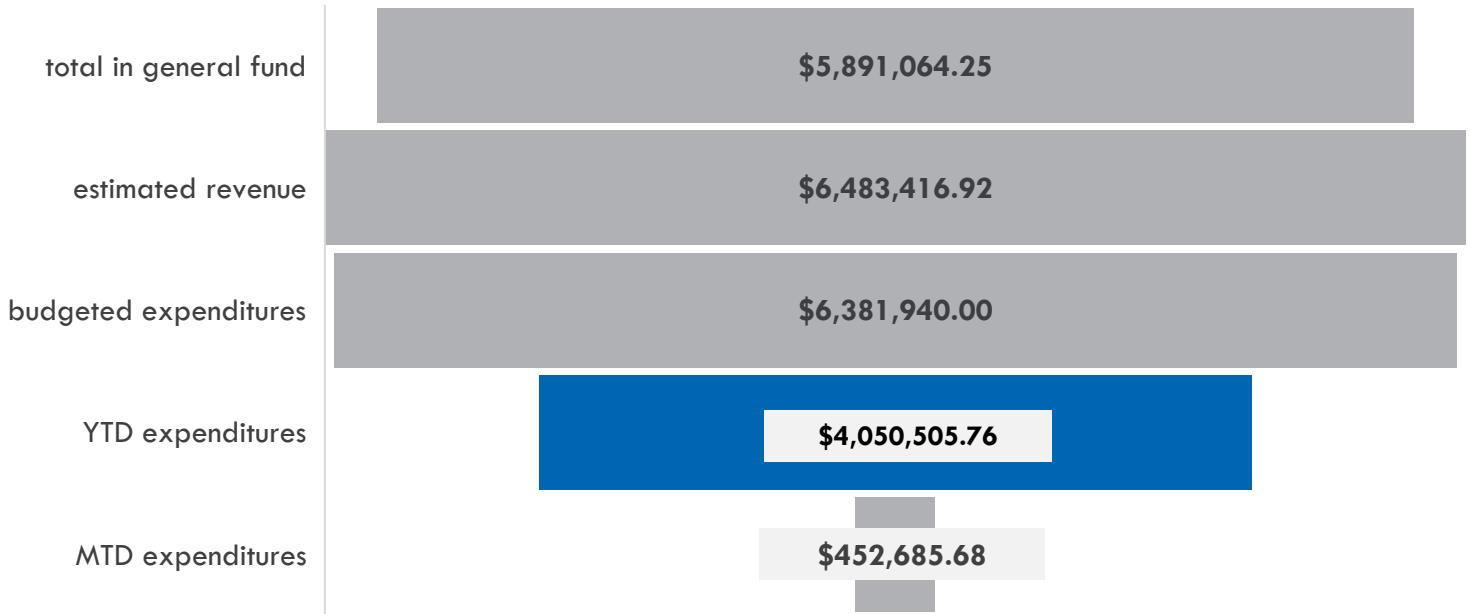
Date

Secretary

Date

January 2025 Financial Highlights

General Fund



We have received 104% of our estimated revenue for the fiscal year including \$68,072.54 this month.

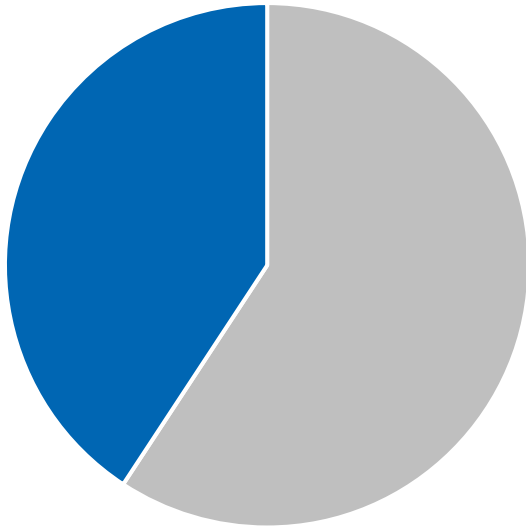
At this point last year, we had received 109% of our estimated revenue for FY24.

\$6.28 million

\$5.89 million

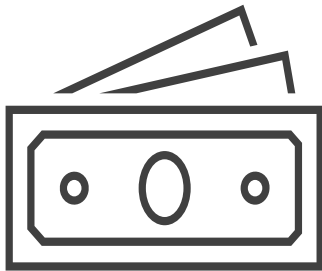
The general fund decreased from \$6.28 million to \$5.89 million from 1/1/2025 to 1/31/2025.

This is a result of \$68k revenue coming in and \$453k (general fund + asset replacement) expended.



69% has been spent out of the general fund. We are 75% through the fiscal year.

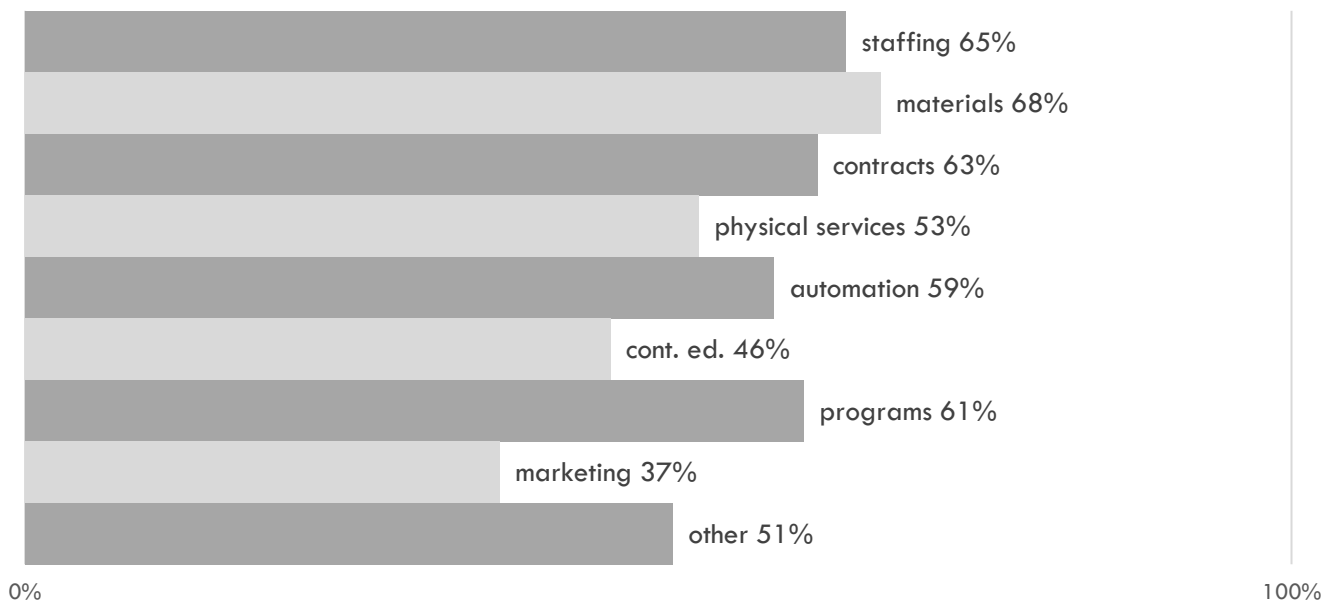
We have budgeted to spend 108% of what is currently in the general fund.



We have spent 63% of our estimated budget.

At this point last year, we had spent 67% of our estimated budget for FY24, so we're behind the previous year's spending.

Year-to-date spending by budget group





Director's Report – January 2025

Personnel – Eddie Garcia has been hired to fill the part-time vacancy in our IT Department. He started on January 20, and with him on board, we are once again fully staffed.

All departments wrapped up their annual performance reviews with staff in January and employees are now starting to work on their new goals for 2025.

We are finalizing our plans for our next staff development day, which will be held on Friday, February 28. We will begin the day at 8:30 at Village Hall in Room 1301. After a brief opening session, staff will depart, by department, for some field trips to visit other area libraries and local agencies that are relevant to the work of each department. After lunch we'll have department meetings, with some gathering at the Park District and some at Village Hall, and then everyone will reconvene back in 1301 at Village Hall for our closing session, where each department will share what they learned on their field trip and Brooke and I will give a brief presentation on the renovation progress and the staffing RFP and then answer questions. The day will end at 4:30.

Staffing RFP – As discussed in my evaluation last March and approved as part of the strategic plan in we put out an RFP for a staffing analysis project, seeking to review current staffing levels and staff responsibility overlap, and to identify options for using existing staff hours to cover the two new service points (drive-up window and makerspace) including action steps and cost projections if any additional staffing hours are recommended. We expect the consultant or consulting firm hired to work with us to gather the data needed for the analysis and then produce a written report outlining their findings, presenting their recommendations based on these findings, and an implementation plan including specific action steps. The recommendations may consider options such as:

- Shifting work to different departments or staff positions
- Eliminating or reducing services
- Outsourcing existing work or expanded services
- Changing the organizational structure

They will also be asked to submit an estimate of the expenditures or savings to implement each recommendation and a proposed implementation plan and schedule developed with our input, and which will identify resources needed, action steps, barriers to implementations, expected outcomes, and a timeline.

The RFP was sent to several area consultants who do this type of work and posted on our website on 1/31/25. Proposals are due on 3/3/25 and I expect to present my recommendation to the Board on which proposal to accept at the March board meeting on 3/18.

ICE Procedures – Both patrons and staff asked questions about how the library would respond if US Immigration and Customs Enforcement officials were to visit the library. In many ways we would handle this just like any other law enforcement agency, but to give everyone peace of mind, we issued general guidance for staff on this topic and more detailed procedures for our PICs (Persons in Charge). I did ask Phil Lenzini, the library's attorney, to review our procedure,

and our leadership team also viewed an IIA webinar on 2/6, entitled "What Your Library Needs to Know About Immigration Enforcement." The general procedures for staff are as follows:

ICE in Building Procedure

US Immigration and Customs Enforcement (ICE) officers entering our building are handled just like other interactions with law enforcement. We know ICE agents in our library will feel much more intimidating than the Addison Police Department coming in which is why we're creating specific procedures.

What ICE agents can do

- *Go into any public space in our locations*
- *Ask anyone questions – although people have the right to not answer*
- *Ask anyone for proof of citizenship*
- *Arrest anyone they have "reason to believe" is an undocumented immigrant*

Any law enforcement officer/agent is allowed to walk around public areas of our building. They may be looking for a specific individual. They do not have to tell us who or what they're doing in the building. This is just like every other patron that's in our building.

If you see ICE (or any other law enforcement) agents in the building, quickly notify the PIC.

- *Treat their visit just like any other visit from law enforcement.*
- *Stay calm, polite, and friendly.*
- *You may go to a staff only space, but do not run from or ignore the agents.*

If they request information about patrons or staff

- *Explain you are not authorized to answer their questions or grant them access to non-public areas of the building.*
- *Immediately contact the PIC and let them know what information was requested.*

Building Project – 3rd floor staff are settling into the large meeting room. Space continues to be the biggest challenge as many of our staff simply need a fair amount of work surface space to do their jobs. Everyone has been very positive in accepting the limitations imposed on them, however, and we're all making it work.

I did choose to work from home one day, so that I could really concentrate on the budget without interruptions. I was able to accomplish a lot, but do not plan to do this very often. I've actually grown accustomed to having Brooke and Donna on either side of me and at the end of all this I may find it challenging to have to pick up the phone, or send a message, or walk down the hall when I want to ask them something. I also think other staff may find me more accessible when I am in a shared space such as this, and I am finding that more people do stop by to chat than I would typically see when I am in my own office upstairs.

We are making use of study rooms for individual meetings and check-ins with staff, for the accountants to work in on the day they are on site each month, and for our weekly meetings with the construction manager.

Working with the architects, we have been finalizing our shelving order, confirming sizes, locations, and materials for bulletin boards, confirming finishes for office guest chairs and lecterns for the programming rooms, and reviewing the lock schedule, going over every door on all 3 floors of the building to make sure we are getting what we need. Most of this is being done via emails going back and forth, but the architects do attend the construction meetings every other week and there are always things to go over with them when they are here in the building too.

FQC provided me with an 18-month cash flow projection for the project, which I have shared with our accountants and our investment advisors at Ehlers. We will use this to make sure we have adequate liquidity in our Ehlers portfolio and then each month after the accountants have processed our invoices, I will arrange a transfer from Ehlers to BMO in order to cover the project payments for that month.

The renovation itself is moving quickly. There was overnight work scheduled for the week of Feb 3-7. This involved cutting concrete and terrazzo that would have been much too noisy to accomplish during normal business hours for the library. The demolition work that was done during our operating hours was a bit disruptive at times, particularly when they were pulling up the carpet adhesive from the concrete on the 3rd floor, but thankfully that work was accomplished relatively quickly. We've now moved past demolition into the next stage which involves building of new walls, installation of plumbing, and other work that does not carry down to the lower floors quite as much. Staff have done a phenomenal job of communicating with patrons about what to expect and helping them find quieter locations when, for example, the study room they had reserved turned out to be directly under the noisy demolition work happening on the 3rd floor.



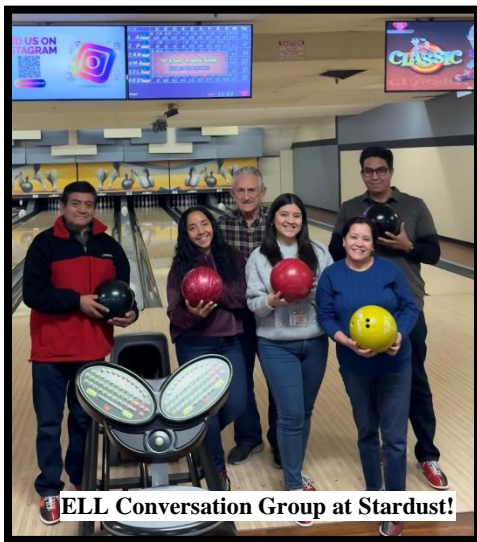
ADULT SERVICES – JANUARY 2025

SNAPSHOT

Adult Services hit the ground running in 2025! We started off the year celebrating Katrina joining our team as the new PT Adult Services Specialist and our Social Work Intern Dianne, who is expecting a baby in February. We will miss Dianne while she is home with her new little girl, but are very glad she will be back in the Spring to finish her internship with us!

On January 20, our second MLK Day of Service took place. Despite the bitter cold, the day was an incredible success! Over 80 patrons and employees of the Addison based Parts Town came together and assembled: 59 dog toys & 12 cat blankets for the animal shelter, 106 activity kits for Lurie Children's Hospital, 58 birthday kits & 22 birthday banners for the food pantry at the Salvation Army in Oakbrook Terrace, 200 mental health kits for NEDFYS and 119 greeting cards for Operation Gratitude.

The volunteers for the day were a wonderful reflection of our incredibly diverse community, everyone was represented! Following the event Parts Town reached out to thank Yesenia for the opportunity and said, *“Thank you again for the wonderful volunteer opportunity! The team truly enjoyed the experience, and it helped them build a stronger connection to the Addison community. Please keep us in mind for future volunteer opportunities—we’d love to participate again!”*



With the start of construction Adult Services has moved several of our programs offsite and our patrons are loving it. Following Elizabeth’s first Tuesday night book group at Aurelio’s one patron commented, *“Best book discussion ever! Not only was the discussion good but we got great Italian cookies from Aurelio’s!”* Ana’s ELL Conversation group is also continuing their journey to practice their English skills outside of the library and in January they went bowling at Stardust! When they are not trying new activities around town, the group will be meeting at Indian Trail during construction.

Winter Reading began January 6. 109 adults checked out a title recommended to them by staff and left with our Winter Reading starter kit in January. There are still kits left, so stop by and sign up!

Success Stories

Sara congratulated Enrique, who recently graduated from Career Online High School, and he responded, *“This diploma means a lot to me, no doubt it will be very helpful. I’m very thankful. Addison is a great community.”*

Patron feedback about our Meditation program: *“Jodi never disappoints. My husband and I so enjoy attending Meditation class and are really glad the library heard our requests and added a second class each month! My husband had spine surgery and finds these Meditation classes to be soothing and helpful in redirecting lingering pain. So, it’s both mind and body healing.”*

A patron came into the library for help scanning and sending documents in for TSA Precheck and Global Entry. Megan helped him review the requirements for the application and send the necessary documents. A few weeks later, the patron returned to the library to tell Megan he had been approved and to thank her for helping.

A patron wanted to plan a vision board event for a group of women business owners, and she saw that the library had just hosted a vision board program. So, she reached out to our Business Services Specialist, who connected her with Sophia, as she ran the library’s program. Sophia met with the patron to talk about how she ran the program, gave advice, and discussed ideas. The patron recently followed up with Sophia to let her know that the event was a success!



Yesenia assisted a patron with a wage claim a while back and then had to help them appeal for their unpaid wages. It was a long process, but the patron came back months later and said they were getting their pay. They had won the claim!

CHILDREN'S SERVICES – JANUARY 2025

SNAPSHOT

- Winter Reading started on Jan. 6th and wrapped up on the 31st. We had 99 children register for a Winter Reading bag (which included both activities and fun goodies) and 34 completed Winter Reading logs.
- Due to the renovation starting in early January, CS onsite programs are now taking place in the main Children's Services department, the Teen Program Room, and the Creative Studio. Patrons have been open to these space changes and CS staff have done a great job adjusting. In order to solve the issue of no longer having a screen to display rhymes and songs during storytime in the department, Debbie printed out and laminated poster-size versions of each rhyme and song she does so parents and caregivers are still able to follow along; Brittany is trying out something similar in her storytimes.
- After District 4's winter break, after school snacks changed locations to the Children's Services department. With this closer proximity, CS staff are getting to know the teen "regulars" a little better and are working on forging connections.
- On Jan. 10th Lora Vodicka of Innovative Arts Connection did a Winter Wonderland Dance Party. Participants had a blast dancing, singing, and listening to winter-themed stories.
- The Morton Arboretum held a Nature Storytime on Jan. 15th, and we had quite the crowd. We look forward to additional visits in February and March.
- Despite the bitter cold that day, the Army Trail 1st graders were excited to see Louise at their monthly visit on Jan. 21st and enjoyed making circle snow people.



STATISTICS

Children's Programs: 33 programs, 532 participants

Asynchronous Programs: 7 programs; 688 participants | Appointments: 20 | Continuing Education: 24 hours

Reference Questions: 172 | Scan/Fax Questions: 69 | Directional Questions: 81 | Teacher Resource Room: 8

Book Displays: See the Ability ... In Everybody, Martin Luther King, Jr. Day, Warm Up Your Belly with a Good Book, If You Like ... *Smile*.

COMMUNITY ENGAGEMENT JANUARY 2025



ADDISON
PUBLIC LIBRARY

SNAPSHOT

The Community Engagement's monthly visit to the Addison Park District's Community Recreation Center may have been cancelled due to the cold, but they kept busy:

- Natalie assisted Claire (CS) with setting up photos during the Stuffed Animal Sleepover. Photos of their adventure can be found on the Library's social media pages.
- Matt participated in the 3rd round of the Great Shake at Indian Trail. This round's theme was "The Gauntlet". Students had to participate in 6 different experiences from hosting a cooking show, attending a birthday party where they got a gift they don't like, and so much more.
- Patti created a program for her January 20th visit to Clarendale's Memory Care group celebrating Dr. King's birthday and the 2025 Inauguration, which included a handmade medallion.



PROJECTS / COMMITTEES

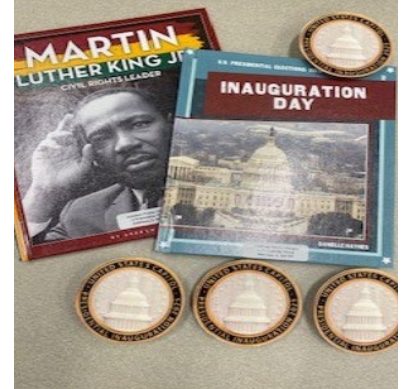
Building Project

With the library's renovation underway, Samantha developed various signs and communications to keep patrons and staff informed throughout the transition.

- Samantha branded the signs for the temporary walls in a way that will be recognizable and used throughout the project on our temporary wall. The signs are simple and clear and visually engaging.
- Hung signage alerting patrons of the construction noise taking place throughout the building

National Library Week

This year's theme for National Library Week (April 6-12) is "Drawn to the Library"! To encourage community participation, Samantha and Gaby planned a bookmark decorating contest and identified giveaways that will be ordered for the occasion.



STATISTICS

- The CE department connected with **37** community members at **3** outreach events!
- Number of New Job Toolkits distributed: **24**
- **24** one-on-one appointments with Job Seekers & Business Owners.



From Top to Bottom: Stuffedies from the Stuffed Animal Sleepover sitting on top of each other so they can call the elevator; Basket prepared and donated for the St. Philip Gala; Books and materials used during the visit to the Memory Care group; Clarendale seniors exploring the items available for checkout, curated by Patti.



GUEST SERVICES – JANUARY 2025

SNAPSHOT

There were no Guest Services anniversaries in January.

Some of the projects worked on this month were translations, prepping scrap paper, prepping library cards, formatting event/room reservations list, processing new adult list, pulling expired holds, putting video games in order, and dusting especially now that construction has started.

Most staff said that the highlight of their month had to do with the renovation starting.

Despite the start of construction being a highlight it was also one of the challenges as Guest Services dealt with the noise and dust. In addition, staying positive for patrons and sharing the excitement of the start of construction.

Some of the continuing education that staff took were the January Monthly Meet-up: Cultural Humility, SWAN Online Learning PS303: Holds Daily Processing, and Smart Tips: Customer Service.

STATISTICS

In January there were 5 curbside pickups.

4 overdue items were found on the shelf that had not been checked in.

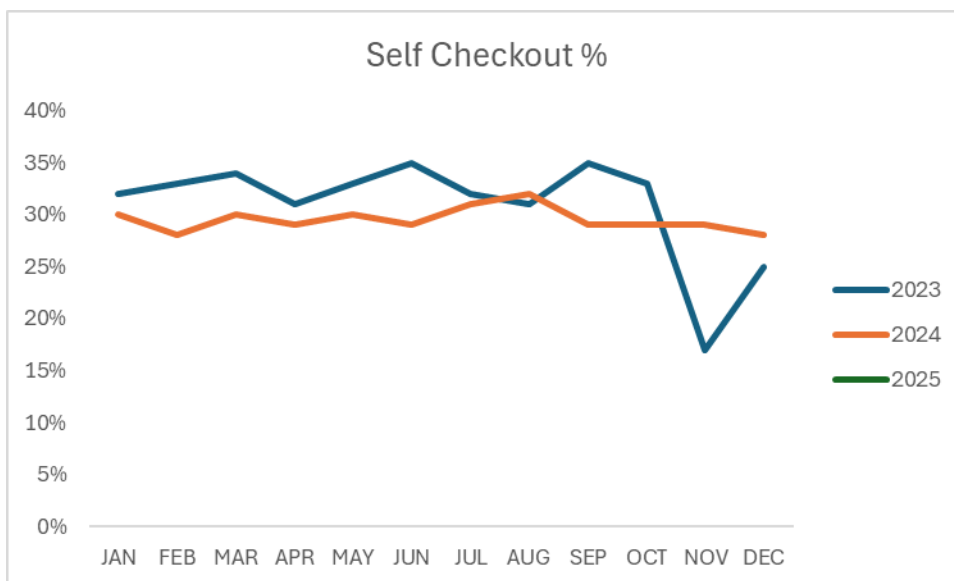
17 non-SWAN ILLs were checked out by patrons.

6 non-SWAN reciprocal borrowers were registered.

Guest Services staff completed 9 hours of Continuing Education.

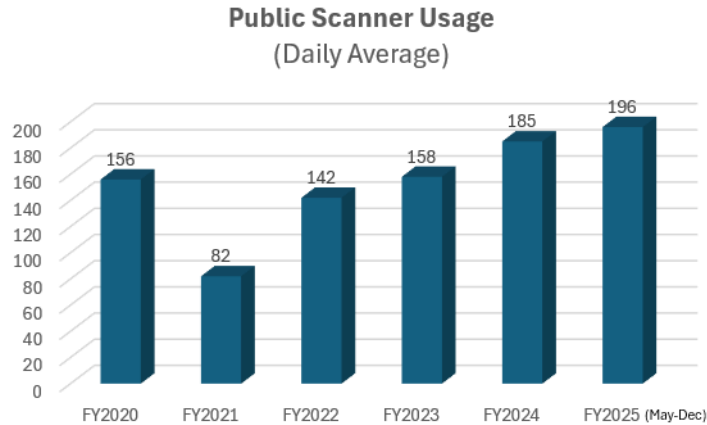
Kathy did 2 notarizations.

Self Checkout % for January 2025 was 30% which seems to be about the norm since joining SWAN.



IT SERVICES – January 2025

SNAPSHOT – Public Scanner Usage



PROJECTS

The IT Services Associates

- Answered a total of 601 patron questions, a 30% increase from last month.
- Filled in for the Tech Help Desk coverage when we were short of an IT Associate.

The Creative Services Coordinator

- Hosted 7 classes in January that were about 90% full.
- Prepared crafts for the MLK Day of Service which were “Create Your Own Puzzle” and “Black Inventors Craft Kit.”
- Adjusted Meeting and Study Room settings at the start of Phase 1 and provided training to staff on how to navigate the new settings.

The IT System Administrator

- Moved technology equipment used by 3rd-floor staff into their temporary workspace in the large meeting room, together with other staff members. Charging laptop carts and a paper shredder safely.
- Set up SRFax, a digital fax service, for HR and other Admin staff.
- Addressed 23 IT tickets, a 32% decrease from last month.

The Head of IT Services

- Generated patron usage statistics on public computers, WiFi, printers, scanners, and creative studios. Explained 6-year trends in each area to Board of Trustees, comparing 2024 to pre-pandemic times. The purpose is to help make data-driven decisions as we overhaul technology services throughout the building renovation process.
- Coordinated the move of technology equipment used by 3rd-floor staff to their temporary workspace in the large meeting room. The process went smoothly.
- Hired a new IT Associate and coordinated his onboarding process.



MATERIALS MANAGEMENT – JANUARY 2025

SNAPSHOT

Budget requests for the collections and department supplies were worked on for the new fiscal year.

Karen worked on creating a procedure for counting in-house use of materials in the library left on tables or end carts by patrons that will help us get an idea of what materials are being used. Library Aides were trained in how to get those in-house statistics using Workflows.

Due to the renovation, we are not withdrawing huge batches of materials and will resume withdrawing once we move back to the third floor.

PROJECTS

Jenny worked with Donna on signing up for Amazon Prime. Membership is free through a trial and partnership between ILA and Amazon. The membership will remain free as long as the partnership is active.

Karen worked with Adult Services on coming up with bilingual English-Spanish memory kits. The first one ordered for the collection is Día de los Muertos.

Staff added over 2,000 materials and this is due to the limited amount of space there is for materials received in the Large Meeting room. Marilyn has been a huge help in this process, where she checks if the item is cataloged or not, which helps move the item along in the workflow process.

Carly worked on Day of Service Birthday book box project with Adult Services and Paul helped on MLK Day of Service.

Sue has been helping with assigning call numbers for picture books and has been updating the “new” Polish and Spanish covers in Aspen.

Stef put together a New Habits display featuring nonfiction materials on habits, Remembering MLK featuring materials about MLK, and On Vacation display featuring travel books and novels about vacations.

Eden continues to serve on the Staff Outing Committee and prepared for the staff outing in February.

STATISTICS

MM staff completed **15.5** hours of CE.

MM staff added **2,449** items.

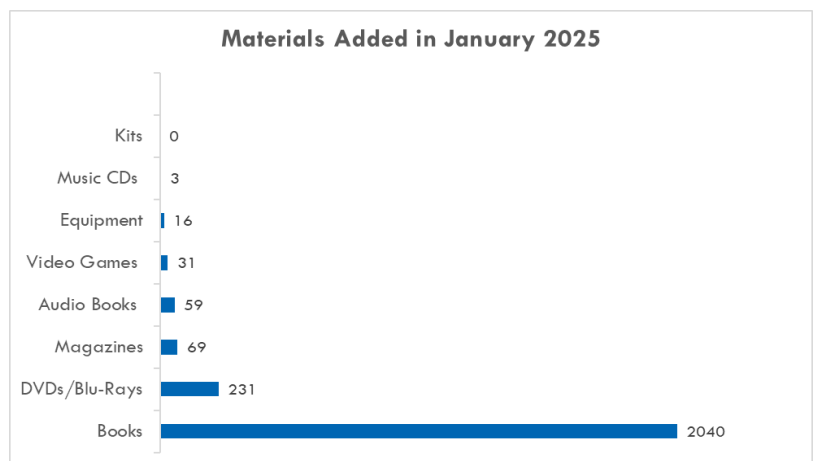
MM staff withdrew **0** items.

Library Aides shelved **288** carts.

APL patrons borrowed **22** items from other libraries through interlibrary loan.

- Average time patrons had to wait for item to arrive through OCLC: **7.36** days.

APL sent **195** items to other libraries through interlibrary loan.





TEEN SERVICES – JANUARY 2025

SNAPSHOT

With the start of construction, we transitioned our after school snacks to the Children's space. We hand out snacks in much the same way as before, but now children can eat the snacks throughout the building instead of keeping them in our Large Meeting Room. This helps relieve congestion on the first floor. The patrons adapted quickly and for the most part the transition has been smooth.

We hosted 19 classes (401 students) from D4 and D45 this month.

Our Lunch Bunch club at the junior high remains large and enthusiastic. The 7th grade group has become so big, that we are now splitting it into two groups in separate rooms. One student told us, "I missed Lunch Bunch the most during break." Another complained that the books we brought were too good, "Why did you bring the good books? Now I have too many choices for what to read next."

This month was also our Winter Reading program. We wanted to highlight some of our less popular genres and encourage teens to try different kinds of stories. We created gift bags that came with a mug, hot chocolate, and a little goodie tied to SciFi, Fantasy, Romance, and Non-Fiction. We highlighted books in these genres during our class visits and throughout our collection. 151 teen patrons participated.

The background features a dark blue gradient. A white diagonal line runs from the top-left towards the bottom-right. In the top-left corner, there is a white circle. Below it, a grey semi-circle is partially visible. To the left of the diagonal line, there are several concentric circles in a lighter blue shade. The bottom-left area is filled with various geometric shapes: a magenta square with a white line pattern, a grey triangle, and a dark purple triangle. The text 'PROCESS OF ADDING AN ITEM' is centered in the right half of the image.

PROCESS OF ADDING AN ITEM

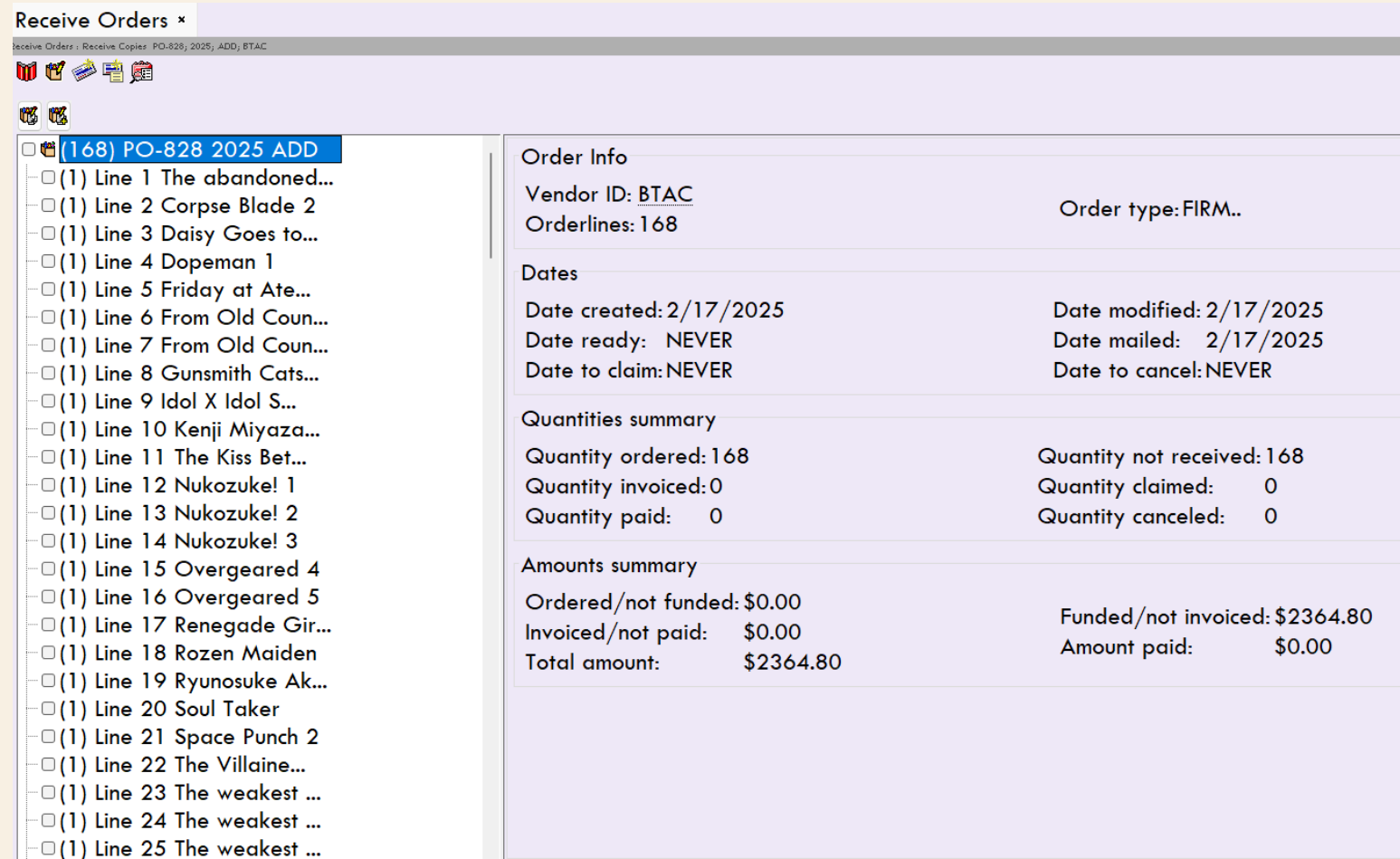


1. UNPACK BOXES

- Check for condition of item.
- Check that item has a price.
- Check for the number of items we should expect.

2. RECEIVE THE ITEM IN THE ILS

- For the most part, we need to receive each item one by one in ILS.
- Once the item is received, the item can be paid for.
- Receiving an item will also appear on the holds reports the next day, if a patron has it on hold.



Receive Orders *
Receive Orders - Receive Copies PO-828, 2025, ADD, BTAC

(168) PO-828 2025 ADD

- (1) Line 1 The abandoned...
- (1) Line 2 Corpse Blade 2
- (1) Line 3 Daisy Goes to...
- (1) Line 4 Dopeman 1
- (1) Line 5 Friday at Ate...
- (1) Line 6 From Old Coun...
- (1) Line 7 From Old Coun...
- (1) Line 8 Gunsmith Cats...
- (1) Line 9 Idol X Idol S...
- (1) Line 10 Kenji Miyaza...
- (1) Line 11 The Kiss Bet...
- (1) Line 12 Nukozuke! 1
- (1) Line 13 Nukozuke! 2
- (1) Line 14 Nukozuke! 3
- (1) Line 15 Overgeared 4
- (1) Line 16 Overgeared 5
- (1) Line 17 Renegade Gir...
- (1) Line 18 Rozen Maiden
- (1) Line 19 Ryunosuke Ak...
- (1) Line 20 Soul Taker
- (1) Line 21 Space Punch 2
- (1) Line 22 The Villaine...
- (1) Line 23 The weakest ...
- (1) Line 24 The weakest ...
- (1) Line 25 The weakest ...

Order Info
Vendor ID: BTAC Order type: FIRM..
Orderlines: 168

Dates
Date created: 2/17/2025 Date modified: 2/17/2025
Date ready: NEVER Date mailed: 2/17/2025
Date to claim: NEVER Date to cancel: NEVER

Quantities summary
Quantity ordered: 168 Quantity not received: 168
Quantity invoiced: 0 Quantity claimed: 0
Quantity paid: 0 Quantity canceled: 0

Amounts summary
Ordered/not funded: \$0.00 Funded/not invoiced: \$2364.80
Invoiced/not paid: \$0.00 Amount paid: \$0.00
Total amount: \$2364.80



3. ITEM IS ADDED IN THE ILS

- Check for cataloging
- Enter and print call number label
- Enter barcode
- Enter price
- Update item type which gives the item a circulation rule, that tells the ILS how long the item can circulate and other things.

3. ITEM RECEIVES PROCESSING

- Add an Addison Public Library label
- Stamp date, month and year, for when the item was added to the collection
- New sticker
- Other labels
- RFID/Sting ray tag



MATERIALS MANAGEMENT

IN THE LARGE MEETING ROOM

RECEIVING AREA



CATALOGING AREA



TWO SHELVING UNITS

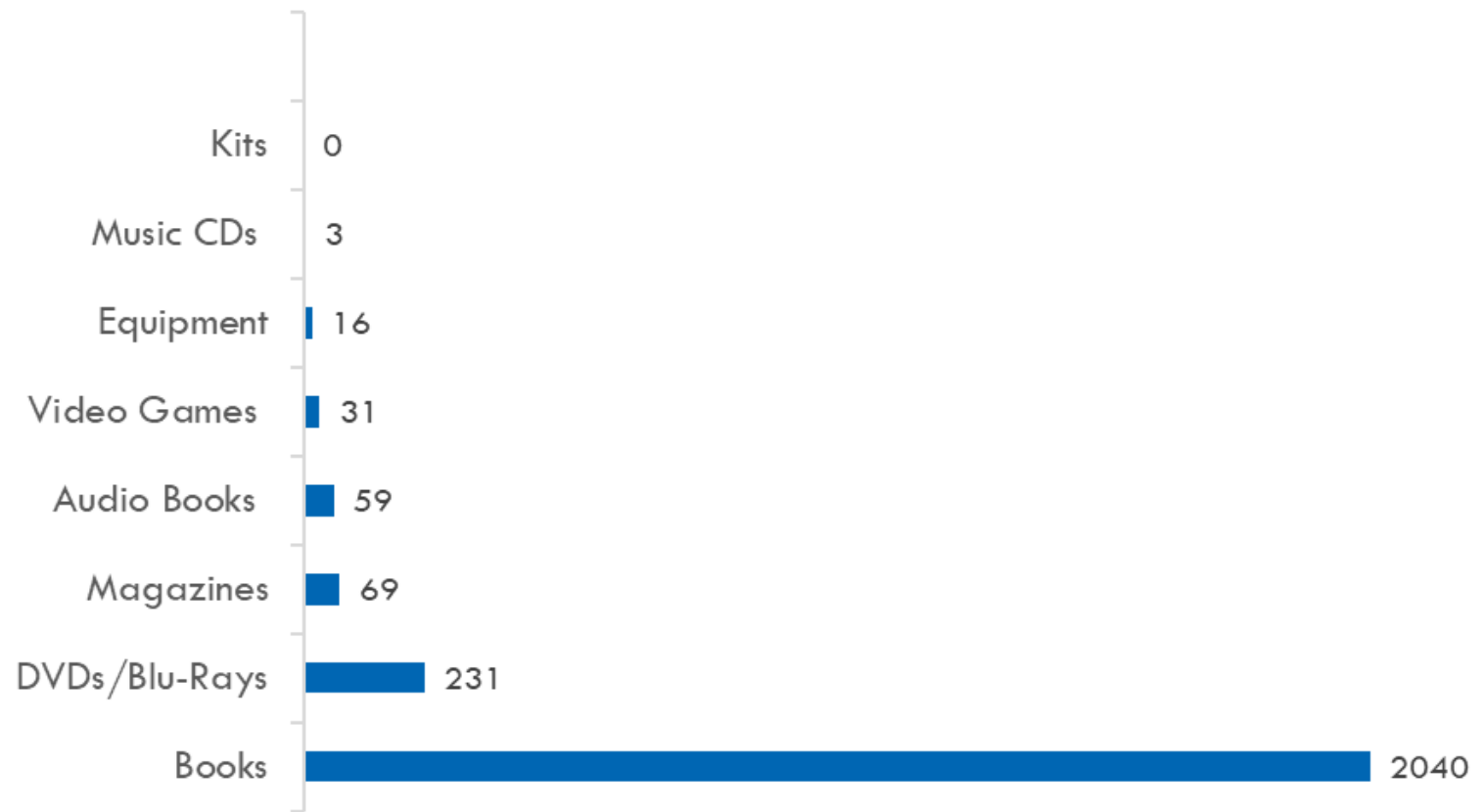


PROCESSING AREA



TOTAL HIGH FOR BOOKS

Materials Added in January 2025





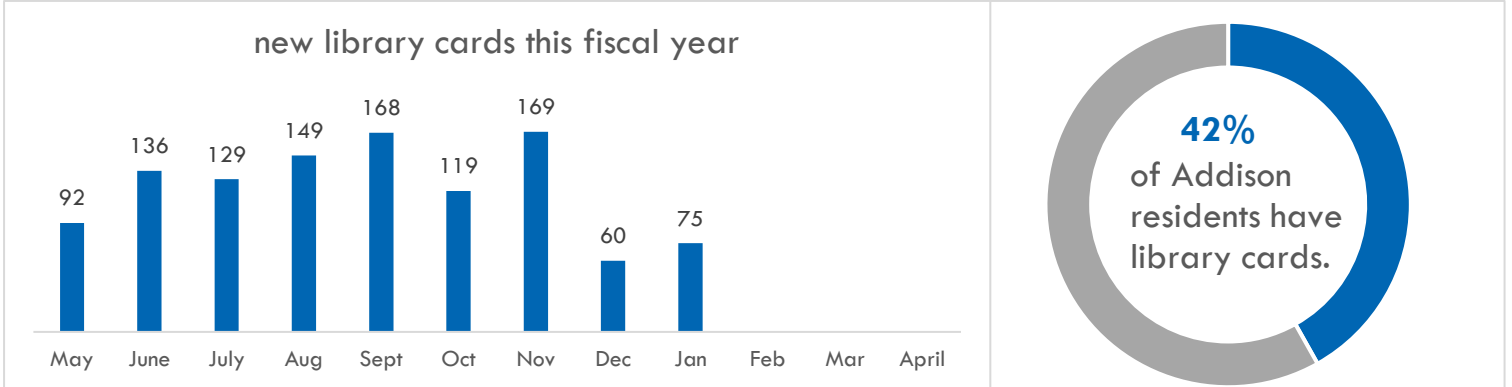
THANK YOU!

January 2025 Library Usage Report

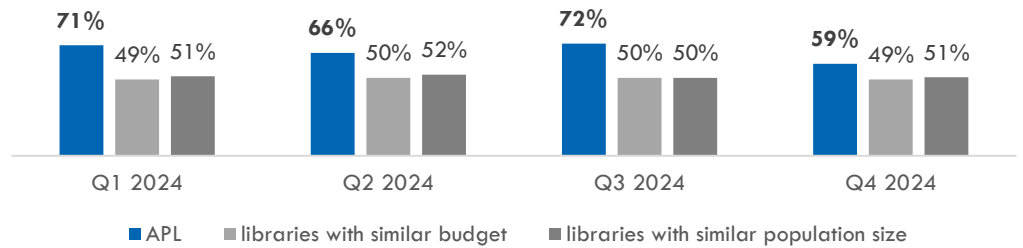


Library Cards

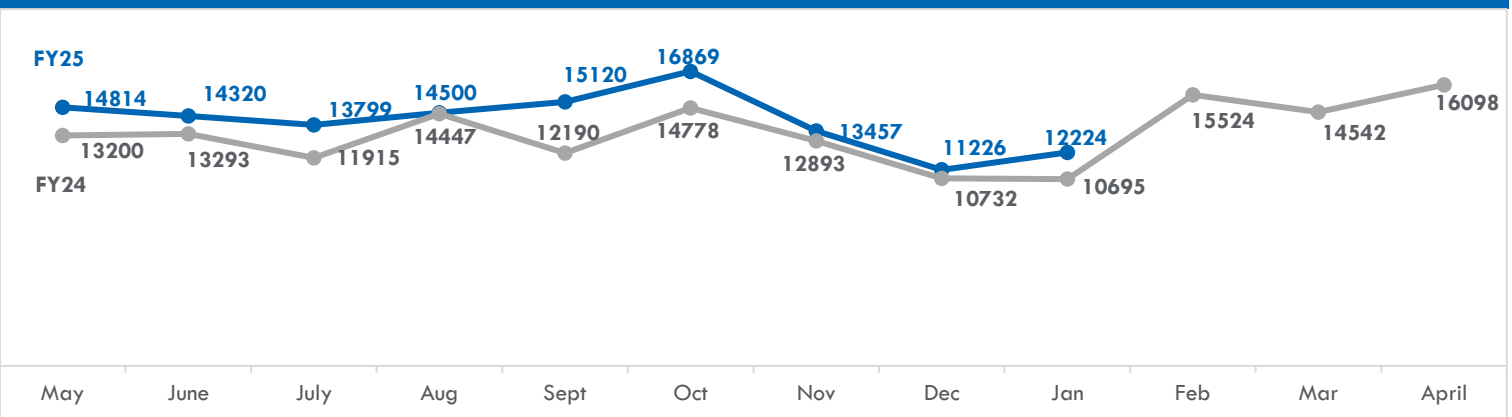
75 new library cards this month.



percentage of new cardholders who signed up between 12 and 24 months ago and actively use the library

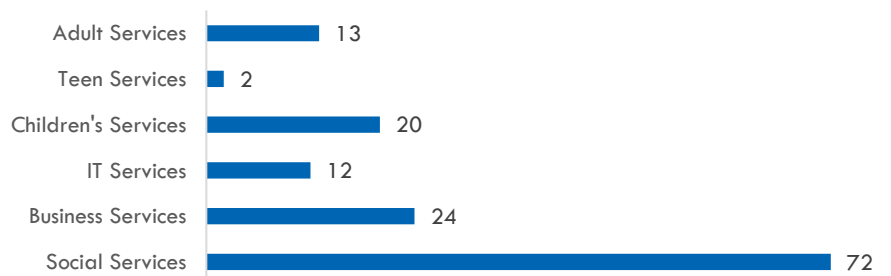


Library Visits



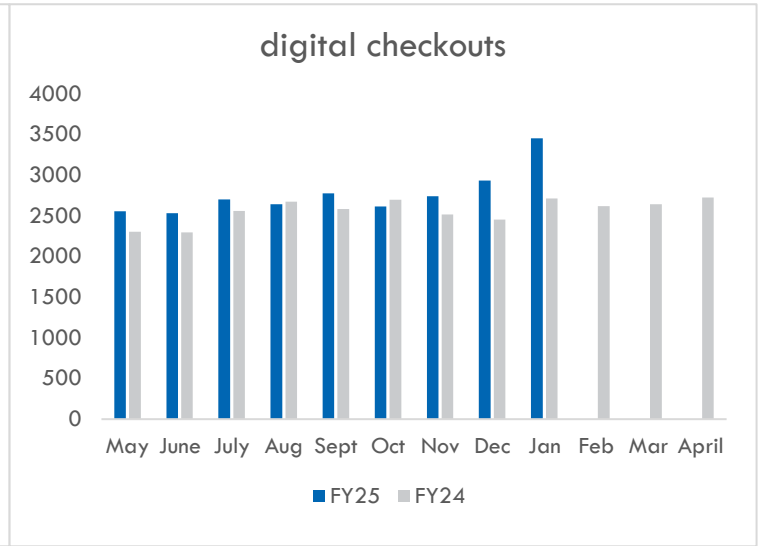
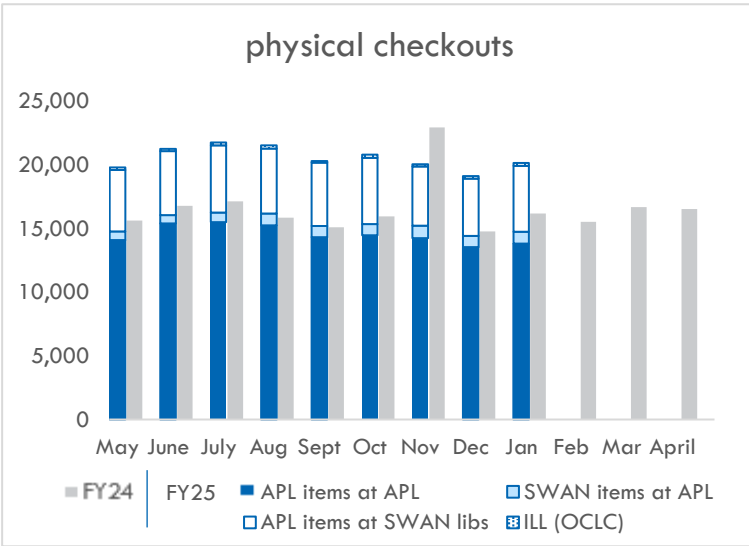
1-on-1 appointments

- 143 1-on-1 appointments
- 1866 computer logins
- 923 wifi sessions
- 0 large meeting room bookings
- 630 study room bookings
- 23 Creative Studio bookings
- 72 Sound Studio bookings

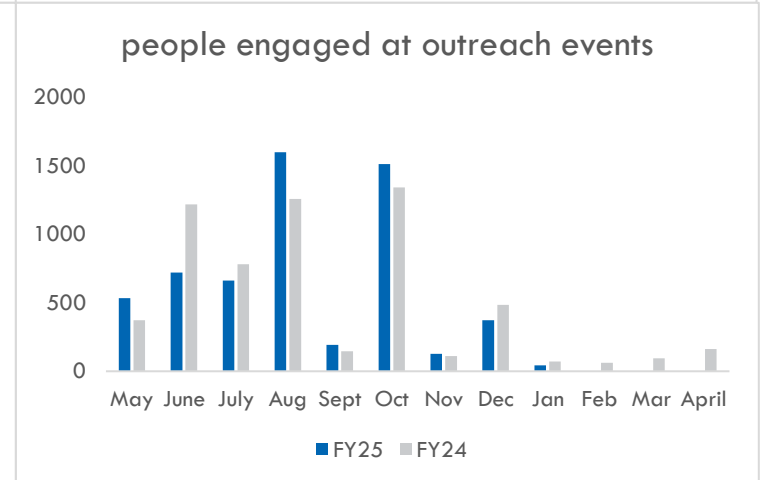
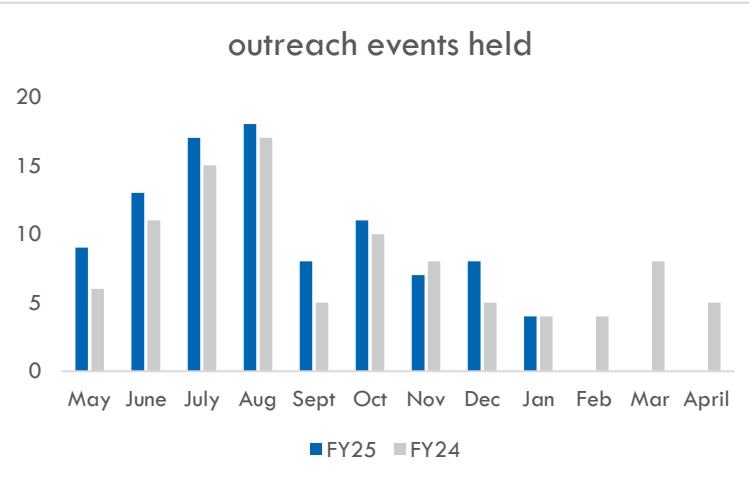
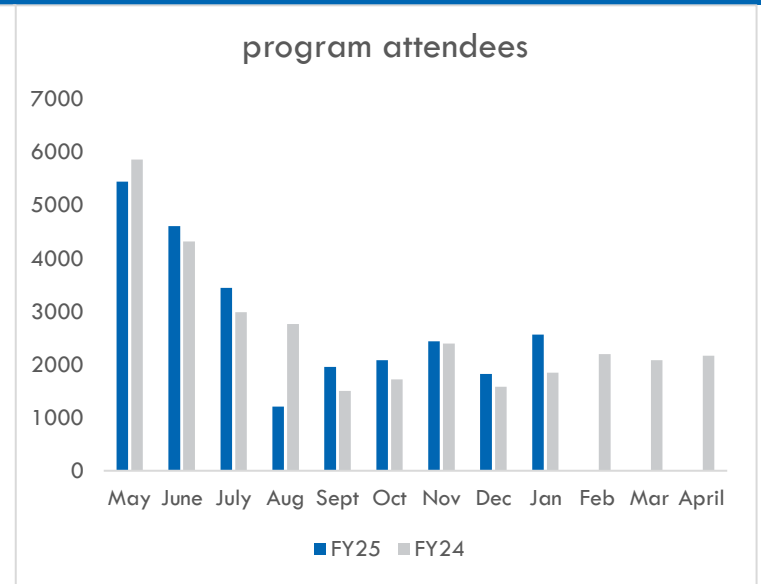
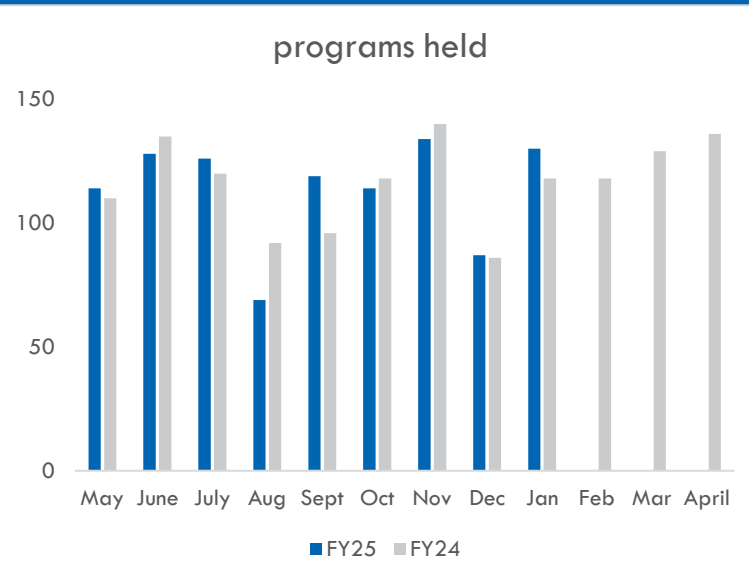


Circulation

23602 total checkouts this month



Programs & Outreach





Meetings

- 1/23, 1/30, 2/6, 2/13: Mary, Brooke, and Greg attend OAC meetings. We review the schedule, progress so far, and what will happen in the next three weeks. PA+D attends these meetings every other week.
- 2/5: Karen, Jenny, and Brooke met with Tiffany (PA+D) to review collection shelving before placing the order.

APL project work

- Finalized orders for collection shelving on the 2nd floor, utility shelving for the 3rd and 2nd floor, selected refrigerators for the staff lounge, and bulletin boards on all 3 floors (staff areas). Due to the price increases on goods from tariffs, the vendors are anxious to get orders finalized and placed on a quick timeline and further out than is normal in a project.
- IT staff identified the display monitors we'll be using in the study rooms and 3rd floor conference room.

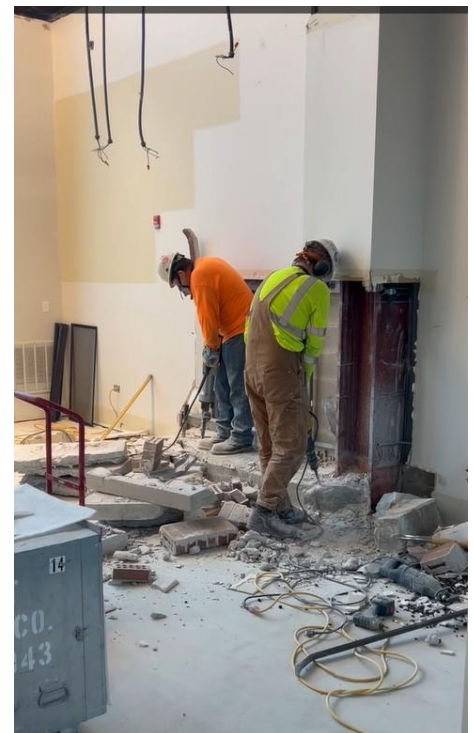
Construction progress

- The building has been noisy at times! The noise from machine used to grind the glue off the floor on the 3rd floor was challenging.
- Overnight crews cut concrete in the former café area because the work was too loud to happen while we're open.
- Gravel has been laid down on the south lawn after a trash truck got stuck in the mud.
- Metal stud and framing has begun.
- Electrical and plumbing rough-in has begun.
- Creating the opening for the staff elevator in Materials Management has begun.



Left: Crane delivering sheet rock and dry wall for the 3rd floor.

Right: Fireplace in 2nd floor Programming Room being demolished.



Friends of the Library Report – January 2025

The following are notes from the January 15 Friends of the Library meeting held in the Creative Studio, provided by Patti Gebala, our staff liaison to the Friends:

- With three members present, quorum achieved.
- Minutes of the November 20, 2024 meeting were approved.
- The official treasurer's report was read and as of December 2024
 - the balance is \$7,079.92
 - Continuous Book Sales for December \$24.00
 - 2024 Yearly Total: \$764.50.
 - Thriftbooks earnings for December: \$284.00, 2024 Total: \$2,478.53 which is down 36% from the 2023 Total.

December's continuous book sales figures were the lowest for the year and were probably impacted by the placement of the holiday tree in the lobby blocking the shelves.

- The Friends received a donation of \$1,000 from Loren Strong of Jericho, Vermont, in honor of his mother who brought him the Addison Public Library as a child.
- Total membership remains at 22.
- The Friends have recently made strides in donating books to the community to help reduce inventory for the renovation. A box of romance paperbacks was donated to Clarendale of Addison. Six boxes of children books were donated to Addison Park District's Preschool Director, who distributed them to those enrolled in their before and after school programs at Community and Centennial. Efforts are ongoing to contact Half Price Books for titles that may have resale value.
- Fundraising ideas to offset donations curtailed during construction were discussed. One possible suggestion is to follow the Addison History Museum's offering of brass ornaments and create one with the image of the library for sale, which could be coordinated in the future with an open house event; further research is needed.
- Since this was the first meeting ever held in the Creative Studio, Rose Coyle shared her experience of using the studio to make a replacement part for her antique blender and Cindy Erickson shared her husband's making of mugs using the sublimation printer to create merchandise for his band.
- The meeting adjourned at 5:05 PM. The next meeting of The Friends is Wednesday, March 19, 2025, at 4PM, in the Creative Studio.

Not in the Friends report, but worth noting: Donna completed the annual sales tax filing with the State of Illinois on behalf of the Friends.

The Friends also expressed gratitude for their mention in the Library's Shape of Addison report this year, and regarding that report, Carol Knauf from the Friends emailed Patti, saying: *I didn't realize just how many people and activities our library serves. Makes me proud!* 😊



SALARY BENCHMARKING PROPOSAL FEBRUARY 2025

As requested by President Pudelek at the last meeting, I reached out to 3 other firms who provide compensation analysis and market benchmarking services similar to HR Source. Two of those firms, [Astron Solutions](#) and [The Segal Group](#) declined to provide proposals. The third firm, [ERC](#), based in Cleveland, Ohio did provide a quote which is attached as a separate PDF in the board packet.

Their total cost for market benchmarking and developing a compensation structure based on the results of that was \$8,500. HR Source's price was \$10,230, a difference of \$1,730. However, there are factors other than price that I think should be considered.

HR Source uses their own library salary survey as one of their key benchmarking sources. We participate in their survey each year as do 100+ other Chicago-area public libraries. The survey sources ERC would use are more general salary surveys for the Chicago area, which seem to focus more heavily on the private sector. This means the benchmarking results may be significantly skewed and suggest that we are significantly underpaying some of our staff. In areas like IT, public libraries simply cannot compete with the private sector in terms of pay and benefits. Additionally, the library survey from HR Source allows one to sort and filter the data by libraries of similar size in budget or number of employees, but geographic area (such as DuPage County), or a number of other factors – or simply choose specific libraries for comparison. The surveys used by ERC do not offer this sort of filtering capability.

Nearly half of HR Source's compensation work is with clients in the public sector. They work with municipalities, park districts, and other agencies, but more than half of their public sector work is with public libraries. ERC has done some work with Parks & Rec agencies in northeastern Ohio, but they have not worked with a public library before, and they have not worked in our geographic area before. When I asked for references from current or past clients similar to us, they provided contact information for the VP of Human Resources at a private company called [Lexipol](#) and the HR officer for the [Cleveland Guardians](#) baseball team. When using a salary survey, one must find comparable job titles in the survey to compare our positions to. Although we will provide job descriptions to them, if they don't fully understand the role of an Interlibrary Loan Associate or a Cataloging Assistant, and they cannot find that exact job title in the CompAnalyst or the Economic Research Institute surveys they would be using, they will have to know how to search to find the next closest thing. I am worried that without more experience and familiarity with library work, they may choose a (private sector) job title that is really comparing apples to oranges.

HR Source also provides ongoing support in terms of recommended annual adjustments to the pay structure in the years when we do not do a complete refresh. This is not something ERC offered, and when I asked if this could be included, I was told this could be covered with a separate "ongoing market pricing" agreement for an additional fee. The fee amount would be determined

by their current rates at the time requested. For example, one year after the initial project. They were not able or willing to provide a quote for that service now, but did seem to suggest that the price goes up each year.

Our own HR Generalist does have training in market benchmarking, and we do have access to the library salary survey mentioned above. We might have to purchase additional surveys for her to accurately benchmark some of our positions though, especially in areas such as IT, business office, and maintenance. There is an Illinois non-profit survey that costs \$400. The Metro Chicago Compensation Study costs \$900. Best practice for market benchmarking salaries involves blending data from various salary surveys, industry reports, and compensation databases to determine competitive pay ranges for specific roles within a company or industry. This process helps ensure that salaries are aligned with market value, allowing us to attract and retain talent while staying within budget. It is a time-consuming process to gather the data sources and we have 33 unique job descriptions within our organization. Each position could take 4-6 hours, which comes out to 132-198 hours, or 17.6 – 26.4 days. In other words, if she only worked on this project, it could take her a month or more to complete, and in the meantime, Brooke and I would have to fill in for all other HR duties. I do not think the library will come out ahead in trying to save money by doing it in-house. I also want to remind the board that asking our HR Generalist to do this work also means she would be benchmarking and establishing the pay range for her own position. I would ensure she documents her work and shows me the sources used, especially for her own job, but it still puts her into what I consider to be a somewhat awkward or even unfair position. I feel strongly that we are better served by outsourcing this work.

While their quoted fee is \$1,730 more than ERC, I strongly recommend that the library continue to work with HR Source to ensure that we have the most accurate compensation plan available. While best practice is to do a complete refresh every 3 years, we could stretch this out to 4 or even 5 years if the Board is more comfortable with that.

As I stated at the last meeting, I firmly believe that our employees are the most valuable asset this library has. Providing the highest level of service possible to the community hinges on ensuring we have employed the most skillful, dedicated, and committed employees possible and to attract and retain great employees, it is imperative that we ensure that we are paying them appropriately.

ERC/Addison Public Library: Compensation Consulting Pricing Overview

From Nicole Doria <ndoria@yourerc.com>
Date Fri 2025-01-24 11:15 AM
To Mary Medjo Me Zengue <medjo@addisonlibrary.org>
Cc Susan Pyles <spyles@yourerc.com>; Annie Dohnal <adohnal@yourerc.com>

1 attachment (56 KB)
Nicole L. Doria, CCP - ERC Bio.pdf;

You don't often get email from ndoria@yourerc.com. [Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Mary,
It was a pleasure speaking with you this week! The following chart includes a quick overview of our estimated pricing and timeline for the compensation consulting services requested for Addison Public Library. Please also find attached my professional bio for your reference.

Compensation Activity & Deliverable	Estimated Timing	Estimated Investment
Market Pricing Study – Provide base pay market data (25 th , 50 th , 75 th percentiles) for approx. 33 jobs priced at 1 geographic market (Chicago, Illinois). <u>Survey Sources to consider:</u> <ul style="list-style-type: none">• CompAnalyst• ERI (Economic Research Institute)	3 – 5 weeks <i>We are prepared to begin work on the project in May 2025.</i> <i>(Estimated completion date: June 12, 2025) *</i>	\$1,500 <i>(CompAnalyst only)</i> \$2,500 <i>(ERI only)</i> \$4,000 <i>(Total for both survey sources)</i>
Design/Update Base Pay Structure – Implement compensation methodology and best practices to build or update a pay structure tied to job grades and salary ranges.	2 – 3 weeks <i>(Estimated completion date: July 8, 2025) *</i>	\$4,500

**Dates may change per timing of proposal acceptance and receipt of company data requested by ERC to begin work on the project.*

Once you review the overview with your Board, please let us know if you would like to proceed with the project or if you have any additional questions. We can typically draft the formal agreement to send to you for signature within 1-2 business days.

Thank you again for considering ERC for your compensation consulting needs. Have a great weekend!

Best regards,
Nicole

Nicole L. Doria, CCP
Compensation Consultant



Office: 440-684-9700 | **Direct:** 440-947-1328

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PROPOSAL:

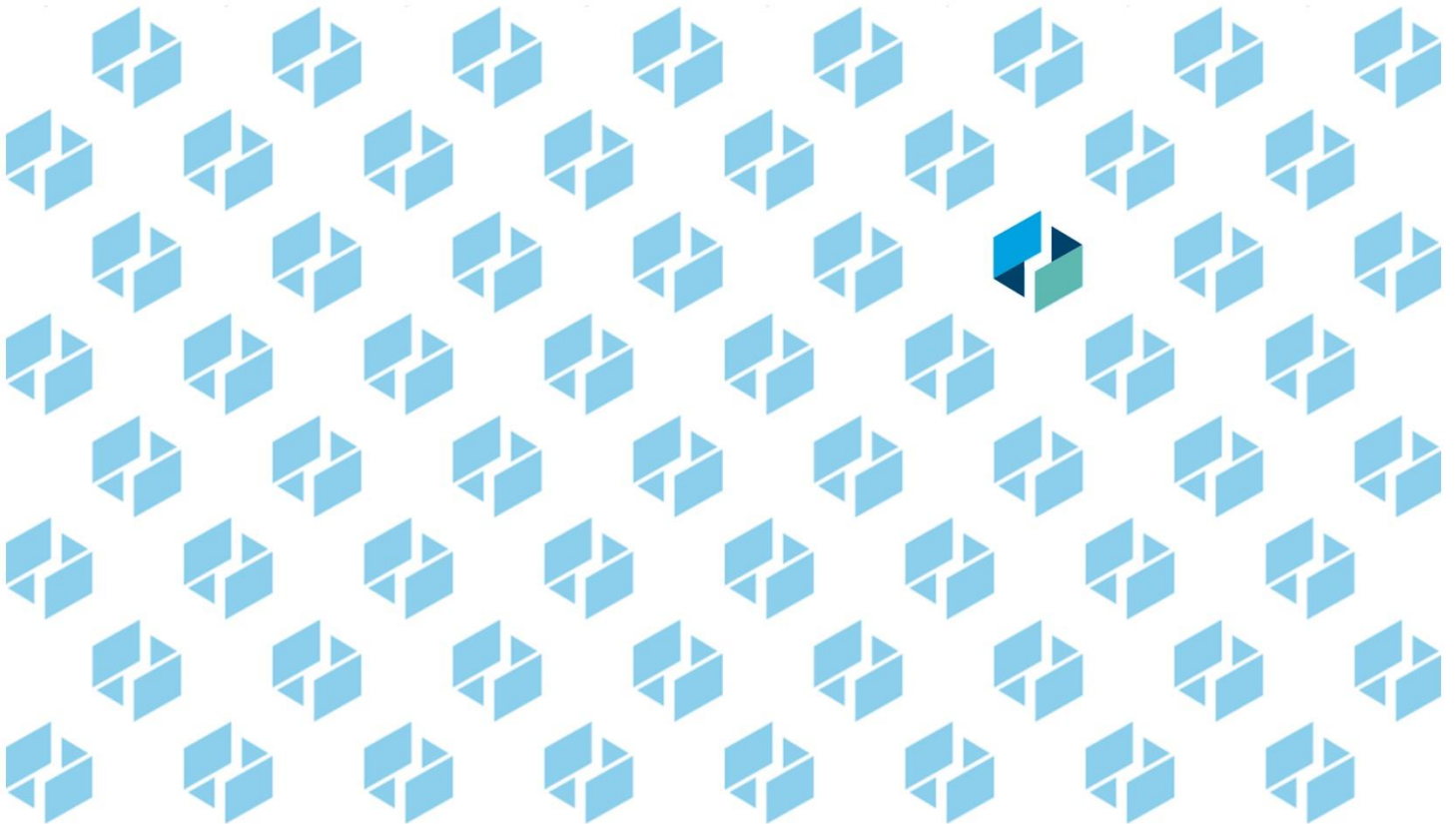
Addison Public Library

Market Benchmarking Analysis & Structure Development Project

January 9, 2025

SUBMITTED BY:

Kathryn O'Connor, PHR, SHRM-CP, CCP, GRP
Director, Compensation Services



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About HR Source

HR Source has been a leader in providing service to employers for over a century. Through the years, HR Source has directed all of its efforts towards achieving a single purpose – to keep organizations strong, prosperous and competitive by partnering to strengthen their human resource practices. Today, our strong and growing not-for-profit organization serves a diverse array of close to 1,200 employers, including manufacturers, public employers, financial service providers and social service agencies.

HR Source delivers timely information, local and national benchmarking data, first-rate educational programs, forums for member networking and a menu of solutions to current management challenges. Our services focus on complying with complex regulations, attracting and retaining talent, training employees to keep pace with today's constantly changing work environment, and building relationships with other employers and valuable resources.

HR Source's dedicated and experienced staff strive to provide our members and clients with the most current information, counsel and best practices available. We believe the human side of the organization is the key differentiating factor and we endeavor to offer employers effective and efficient services which allow them to thrive.

Our Unique Capabilities

HR Source has been conducting compensation, benefits, and human resource policy surveys since the early 1930's. The compensation analysts of HR Source use an analytical approach that utilizes this market data to create solutions that are focused on business strategy and regulatory compliance.

Organizations turn to HR Source for compensation and benchmarking services for many reasons including:

- HR Source is staffed with WorldatWork certified compensation experts who perform all work in-house.
- Our staff provides members/clients objective service free from internal pressures and influences.
- HR Source has a robust survey library and performs all work using valid, reliable data sources.
- Our analysis of current pay practices, with recommendations to help organizations achieve planned objectives, is delivered with all projects.
- HR Source is an ongoing resource for members to contact regarding compensation administration issues.

Our Approach

HR Source offers comprehensive market benchmarking services which include a review of the employer's compensation strategy, an analysis of the market using published salary surveys, and an analysis of current pay practices.

Milestone project steps are detailed below.

- Current job descriptions will be provided by the member/client which indicate essential job functions (including supervisory responsibilities, if applicable), and knowledge, skill, and ability requirements.
- The member/client and consultant will discuss the organization's compensation philosophy, survey sources, and comparable market to be used when finding appropriate position benchmarks.
- The analyst will compile a market benchmarking spreadsheet and calculate one competitive base pay structure based on an analysis of the marketplace as obtained from available surveys.
- The analyst will conduct an analysis of the organization's current pay levels and costs associated with implementing the proposed structure.

Timeline*

Below is a proposed timetable. Should Addison Public Library agree to move forward with this project, a mutually agreeable timetable will be developed after the signed Letter of Agreement is received by HR Source.



*There will likely be several weeks and/or months before the project can begin depending on the number of projects already scheduled and the availability of desired surveys. If you wish to move forward, we recommend returning a fully executed service agreement as soon as possible to secure a place in our work queue.

Investment

The scope of the project represents all time and activities involved in the market benchmarking study.

Up to 33 positions (Member Rate) \$10,230.00

Each Additional Position (Member Rate) \$310.00

To be eligible for member rates, an organization must be a member during the entire course of the project.

Project costs are based on the approximate number of jobs in the study as provided. After the project has begun, changes to the methodology or organizational demographics may result in additional fees. Once the competitive pay structure and pay grade assignments have been approved by the member/client, HR source will finalize all project documents. Any requests for changes once the project documents have been finalized will be subject to an hourly rate of \$225/hour. The costs and conditions set forth are valid for a period of ninety (90) days.

This estimate does not include the cost of obtaining industry specific survey data for sources other than those currently available to HR Source. Should a charge for survey data be applicable, HR Source will contact Addison Public Library for written authorization prior to proceeding.

If the member/client cancels the project prior to commencement, 25% of the total project fee will be due as a cancellation fee. If the member/client cancels after the project has commenced, the member/client will be responsible for payment of all work completed up to the cancellation date.

Project Team

Kathryn O'Connor, PHR, SHRM-CP, CCP, GRP

Director, Compensation Services

Kathryn O'Connor, PHR, SHRM-CP, CCP, GRP consults with clients on job evaluation systems, compensation system design, and on using survey data to benchmark compensation practices. Clients have included health and recreation agencies, libraries, non-profit and for-profit organizations. Kathryn also provides compensation, human resource, and supervisory/management training services for member organizations as a consultant and via the HR Hotline.

Kathryn O'Connor has worked in human resources over 15 years. Ms. O'Connor holds a Bachelor of Arts in Economics from Northwestern University. She is a Professional in Human Resources (PHR) as designated through the Human Resource Certification Institute (HRCI) and a certified professional through the Society of Human Resources Management. Additionally, she holds a Certified Compensation Professional (CCP) and Global Remuneration Professional (GRP) certificate through WorldatWork.

Joy Lynn Hyer, SPHR, SHRM-SCP, CCP

Senior Compensation/Survey Analyst

Joy Lynn Hyer, SPHR, SHRM-SCP, CCP consults with clients on job evaluation systems, compensation system design and on using survey data to benchmark compensation practices. Client industries have included health and recreation centers, libraries, manufacturing, professional services in both non-profit and for-profit organizations. Joy Lynn also provides assistance to member organizations in human resources via the HR Hotline and administers and analyzes employee and customer satisfaction/ engagement surveys.

Joy Lynn has worked in human resources over 15 years and holds a Bachelor of Arts from California State University, Long Beach. She is a Senior Professional in Human Resources (SPHR) as designated through the Human Resource Certification Institute (HRCI), and a senior certified professional through the Society of Human Resources Management (SHRM-SCP). Additionally, she holds a Certified Compensation Professional (CCP) certificate through WorldatWork.

Letter of Agreement

January 9, 2025

HR Source agrees to offer the proposed compensation services for:

Member / Client Organization: Addison Public Library
Contact Name: Mary Medjo Me Zengue
Address: 4 Friendship Plz, Addison, IL 60101-2499
Telephone: (630) 543-3617

Services to be offered: Per the proposal dated January 9, 2025, Market Benchmarking and Structure Development for up to 33 positions.

In exchange for these services, the above organization agrees to pay \$10,230. Additional positions added into the project will be billed at \$310 each. Prices may fluctuate if the project deviates from the project overview and scope as outlined above and are contingent with active membership with HR Source.

It is hereby understood and agreed that the parties to this agreement have the authority to enter into this agreement on behalf of their organizations and that the organizations will be bound by the explanation of procedures and fees described in this agreement, including all cancellation terms and fees.



HR Source Authorization

1/9/2025
Date

Addison Public Library Authorization

Date

Please Print Name

Participant List

Acorn Public Library District	Glen Ellyn Public Library	North Suburban Library District
Addison Public Library	Glencoe Public Library	Northbrook Public Library
Algonquin Area Public Library	Glenview Public Library	Oak Park Public Library
Alpha Park Public Library District	Glenwood-Lynwood Public Library District	Orland Park Public Library
Antioch Public Library District	Green Hills Public Library District	Palos Heights Public Library
Arlington Heights Memorial Library	Gridley Public Library District	Park Forest Public Library
Aurora Public Library - Santori	Helen Plum Library	Park Ridge Public Library
Barrington Area Library	Henderson County Public Library District	Peoria Public Library
Bartlett Public Library District	Heyworth Public Library	Peotone Public Library District
Batavia Public Library	Highland Park Public Library	Plainfield Public Library District
Bensenville Community Public Library District	Highwood Public Library	Poplar Creek Public Library District
Bloomington Public Library	Hillside Public Library	Prairie Trails Public Library District
Bloomington Public Library	Hinckley Public Library District	Prospect Heights Public Library
Blue Island Public Library	Hudson Area Public Library District	Rolling Meadows Library
Bourbonnais Public Library District	Ida Public Library	Roselle Public Library District
Bridgeview Public Library	Indian Prairie Public Library District	Round Lake Area Public Library
Cary Area Public Library District	Indian Trails Library District	Schaumburg Township District Library
Chatham Area Public Library	Itasca Community Library	Skokie Public Library
Chicago Ridge Public Library	Jacksonville Public Library	Somonauk Public Library District
Cook Memorial Public Library District	Johnsburg Public Library District	St. Charles Public Library
Crystal Lake Public Library	La Grange Park Public Library District	Sycamore Public Library
Deerfield Public Library	La Grange Public Library	The Morton Arboretum
Des Plaines Public Library	Lake Bluff Public Library	The Urbana Free Library
Downers Grove Public Library	Lake Forest Library	Three Rivers Public Library District
Downers Grove Public Library	Lake Villa District Library	Tinley Park Public Library
Dunlap Public Library District	Limestone Township Library	Tolono Public Library District
Effingham Public Library	Lincolnwood Public Library District	Towanda District Library
Eisenhower Public Library District	Lisle Library District	Vernon Area Public Library District
Ela Area Public Library District	Manteno Public Library District	Warren-Newport Public Library District
Elk Grove Village Public Library	Mascoutah Public Library	Warrenville Public Library District
Elmhurst Public Library	Maywood Public Library District	Waubensee Community College
Evergreen Park Public Library	McHenry Public Library District	Wauconda Area Public Library
Forest Park Public Library	Midlothian Public Library	Waukegan Public Library
Fossil Ridge Public Library District	Mississippi Valley Library District	West Chicago Public Library District
Fountaindale Public Library	Morton Grove Public Library	Westmont Public Library
Fox River Grove Public Library District	Morton Public Library District	Wheaton Public Library
Frankfort Public Library District	Mount Prospect Public Library	Wilmette Public Library District
Fremont Public Library	Naperville Public Library	Winfield Public Library
Gail Borden Public Library District	New Athens District Library	Winnetka-Northfield Public Library District
Galena Public Library District	New Lenox Public Library District	Woodridge Public Library
Geneva Public Library District	Nippersink Public Library District	Yorkville Public Library
Germantown Public Library	North Riverside Public Library	
Glen Carbon Centennial Library		



Why Your Organization Should Use Salary Benchmarking

By Zoë B. Cullen, Shengwu Li, Ricardo Perez-Truglia, Annemarie Schaefer, and Brent Weiss

October 10, 2023

Recent transparency policies across several U.S. states, like salary history bans that prevent employers from requiring candidates to report their compensation or even their salary expectations, have heightened the focus on fair salary practices in the workplace. As a result, there's an increased demand for strategies to determine appropriate compensation. A key solution lies in salary benchmarking: using aggregated market data to establish competitive pay rates.

Setting salaries is a balancing act: you do not want to offer salaries that are too high relative to the market, because that'd be wasteful; but offering salaries that are below market may make it difficult to attract, retain and motivate your employees. How do employers find their sweet spot?

In a recent study, we developed a theoretical model to shed light on the demand for salary benchmarking. In our model, firms know exactly how much value the job candidate would bring to the table. The firm would like to offer the candidate below that value to keep some of the value as profit. However, how much lower should the offer be? The lower the offer, the better the savings. On the other hand, if the offer is too low, the firm risks losing the job candidate to another firm — they may turn down the offer, or accept the offer and leave shortly thereafter.

So, whether the company wants to make a more or less aggressive offer depends critically on what the firm believes is the market value of the job candidate: i.e., how much *other firms* are willing to pay for the job candidate. That's where salary

benchmarking comes in: firms can use data on the offers accepted by similar employees (e.g., with the same position title and industry) to make sure that their offer is not too low, or too high, relative to the market benchmark.

Our research also provides empirical evidence that access to salary benchmarks has a significant effect on the salaries that firms set. We conducted it in collaboration with the largest U.S. payroll processing company, ADP, serving more than one million firms and processing paychecks for one in six U.S. workers. In addition to the payroll services, the company aggregates the salary data from their payroll records in the form of salary benchmarks. Clients can then search for any job title they want in a user-friendly way. It is one of the most advanced benchmark tools and is being used by many prominent firms.

Our data covers the roll-out of the tool when it was first introduced to the market, late 2015, through the start of the pandemic in 2020. Our sample includes 584 “treatment” firms that gained access to the tool and 1,431 “control” firms that did not gain access to the tool but were selected because they shared similar characteristics to the treatment firms. We studied the evolution of salaries in the treatment firms shortly before and after they gained access to the benchmarking tool, and we compared that to the corresponding evolution of salaries in the control firms.

Here’s what we found: let’s say that a firm sets the “right” salary when they choose a salary that is in a narrow (5%) band of the median salary for the same position, industry, and state. Prior to gaining access to the benchmarking tool, there was an 11.6% probability that a firm sets the “right” salary. After gaining access to the benchmarking tool, the probability of setting the “right” salary increased two-fold, to 22.1%. This is compelling evidence that these salary benchmarks are truly influencing pay-setting, and causing position-level salaries to converge across companies.

We also found that the effects of salary benchmarking are quite symmetric. After looking up the benchmark, firms are less likely to pay significantly above-market, presumably because it would be wasteful; but firms are also less likely to pay significantly below-market, presumably because it would be costly in terms of attracting, retaining and motivating employees.

For standardized positions, such as bank teller and receptionist, we found some evidence of a modest increase in the average salary. If employers are choosing to raise salaries for this group, it must be because they expect to get something in return, right? For instance, bumping salaries up to market may allow employers to

retain their employees and save those pesky turnover costs. Our research shows that, indeed, benchmarking improves retention. Among employees in these roles, the gain of about 6% in average salary was followed by an increase of about 16% in the retention rate over the following 12 months.

How can I use salary benchmarking?

The payroll data show that high quality salary benchmarks sway employers to set pay closer to the marketplace median pay, and that benchmark users benefit from a boost in employee retention. But how exactly does one go about sourcing and using a salary benchmark?

Salary benchmarks are wide ranging; some are created by the government and others exclusive to the clients of consulting firms. Still others are crowdsourced data from anonymous employees. For example, the U.S. government reports average earnings at the six-digit occupation code, within industry and state, each year using surveys of businesses and households. These data are highly representative, but are released infrequently and at a higher level of aggregation than the sought after position level information. Meanwhile, several large consulting firms offer exclusive access to the aggregated earnings of their clients, often using proprietary standardized corporate titles. Most recently, firms that collect salary information as part of their core businesses, like ADP, have added user interfaces that make aggregated, anonymized data accessible as benchmarks. And platforms like Glassdoor have encouraged millions of users to volunteer their salary information anonymously in exchange for seeing the average inputs of others at the position level.

To better understand how firms use salary benchmarking, we also conducted a survey with the members of the Society for Human Resource Management Research Institute (SHRM). We collected responses from a large sample of 2,085 HR managers in charge of pay-setting. This sample spans organizations of every size, state and industry, including both public and private sectors. To complement this data, we conducted an additional survey with a sample of clients from ADP, in which we obtained responses from 720 HR managers in charge of pay-setting.

Employers use salary benchmarking for a wide range of purposes. For instance, 54% of respondents use benchmarking when setting the pay of new hires. Other popular uses include salary negotiations (53%), setting ranges for specific job titles (90%), and setting the salary for a job advertisement (41%). Employers also vary in terms of how frequently they consult salary benchmarks. For instance, while some employers do benchmarking for every single new hire (37% of respondents), the rest prefer to do it for some specific new hires or for some specific positions.

Our survey data indicates that employers differ in which data sources they use. The most popular option is to use industry surveys, chosen by 68% of respondents, but hiring a consulting firm to conduct these surveys can be quite expensive, and there is no guarantee that the survey data will live up to the expectations. If you do not have a big budget, you may also want to try the second most popular option: free online data sources (58% of respondents) such as Glassdoor.com. More recently, payroll service companies have gained popularity (used by 23% of respondents and the fastest growing source), which may give the best bang for your buck in terms of data quality. Most employers, however, use a combination of data sources. While the majority look at free online sources, on a scale of 1-5, HR professionals report that other sources are twice as trustworthy as free online sources.

Labor market trends can sometimes change rapidly, especially in the post-pandemic world. You do not need to check the benchmarks on a daily basis, but try to at least do it from time to time — remember that information, too, has an expiration date. Likewise, you may not have time to sit down to study market trends for every position in which you hire. However, make sure to at least do due diligence for the positions that are most critical for your business.

When using a benchmarking tool, you may feel information overload. Some tools provide not only the median pay, but also the mean, 10th percentile, 25th percentile, and so on and so forth. And some tools allow you to filter by industry, state, and other criteria. There are trade-offs. For instance, filters can allow you to focus on peer employers, but at the cost of smaller sample sizes and thus statistically imprecise benchmarks. While the right approach depends on the context at hand, according to our survey, there are some clear favorites: most firms (89%) prefer to look at the median market pay or the average market pay, and the most popular filters are by industry (87%) and state (84%).

We also gave the survey respondents an opportunity to share their own tips and advice for salary benchmarking. Some recommended not relying on job title information alone, but rather to pay attention to the job description to ensure it's a good match. Another manager suggested that, to the extent possible, you should review the benchmarks regularly to stay in sync with the latest trends in the job market. In the same spirit, one manager recommends being proactive — do not wait until employees are unhappy about low pay and reach out to you, or you risk higher turnover.

In sum, the pay transparency revolution extends to firms knowing much more about what their competitors are offering. New high-quality sources have changed

pay-setting practices. According to our latest study, keeping up with pay in the marketplace, and knowing how to use those sources, can affect your bottom-line retention and payroll costs. And from a societal perspective, this is closing the gap between pay across firms.

Editor's Note: On October 19, 2023, a change was made to the originally published article to correct the number of firms and workers serviced by ADP. A change was also made to make clear that firms that collect salary information, like ADP, take various steps to make sure the data is anonymized and confidential information is protected.

Zoë B. Cullen is an assistant professor of economics at Harvard University, in the Entrepreneurial Management Unit of Harvard Business School.
SL

Shengwu Li is an associate professor of economics at Harvard University.
RP

Ricardo Perez-Truglia is an assistant professor of economics at University of California Los Angeles, in the Anderson School of Management. He is also a Faculty Research Fellow at the National Bureau of Economic Research.
AS

Annemarie Schaefer is vice president of research at SHRM.
BW

Brent Weiss is senior director of product management at ADP.

2.5 Library Cards

Addison Resident

Adult

Any person at least 18 years old who lives within the corporate limits of the Village of Addison.

Child

Any person under the age of 18 years old who lives within the corporate limits of the Village of Addison. Parental or guardian permission is required.

Teen Limited Access Card

An Addison resident in at least 6th grade, but younger than 18 years. Parental or guardian permission is not required.

Nonresident

Child Nonresident

As permitted by [Public Act 102-0843](#) and [75 ILCS 5/4-7.12](#), Child Nonresident cards will be issued free of charge to any person under 18 years old who:

- does not live within the corporate limits of the Village of Addison, and
- does not live within the corporate limits of another library's service area, and
- does live closer to the Addison Public Library than a different public library, or
- lives closer to the Addison Public Library than a different public library or lives in Addison School District 4 service area.

The address will look like 12W345 Main Street.

Adult Nonresident

Any person at least 18 years old who:

- does not live within the corporate limits of the Village of Addison, and
- does not live within the corporate limits of another library's service area, and
- lives closer to the Addison Public Library than a different public library or lives in Addison School District 4 service area.

The address will look like 12W345 Main Street.

Nonresident Veteran with Disabilities

There is no fee for veterans with a disability of at least 70%. A surviving spouse of a service member killed in the line of duty may apply. A surviving spouse of a veteran, who is qualified, is also eligible to apply. A surviving spouse who remarries is not eligible to apply. Proof of eligibility is required.

Business Owner

A business card can be obtained by those who own a business within the corporate limits of the Village of Addison.

Property Owner

A property owner within the corporate limits of the Village of Addison may obtain a library card at no cost. Only one card is issued per property.

Reciprocal Borrower from a SWAN Library Consortium Member

The Addison Public Library currently has reciprocal borrowing agreements with all SWAN member libraries. Reciprocal borrowers from a SWAN library must have a current library card from their home library and be eligible to check out materials from their home library.

Teacher Card

The Addison Public Library and Addison School District 4 have an agreement to provide current teachers with library cards. These cards are valid for the current school year.

Reciprocal Borrower from Outside the SWAN Library Consortium

The Addison Public Library currently has reciprocal borrowing agreements with most public libraries in the State of Illinois, plus many academic libraries. Reciprocal borrowers must have a current library card from their home library, be eligible to check out materials from their home library, and their home library must be in Illinois and participate in reciprocal borrowing. The Library follows the SWAN library consortium's policy for creating and maintaining reciprocal borrower records.

Address Verification

Addison resident library cards do not expire. An annual address check confirms patrons have a valid Addison address. The Library may use a 3rd party vendor to verify patrons' addresses. Patrons' privileges will be suspended when their address cannot be verified. This includes mail sent by or on behalf of the Library and then returned to the sender. The patron must show a valid photo ID with their name and current proof of address to restore privileges.

Lost Cards

Patrons may need to provide identification to get a replacement card. Once a card has been replaced, the original card is cancelled and can no longer be used at the Addison Public Library or any other library. Patrons should immediately report a lost or stolen library card; patrons are responsible for any items checked out on their unreported lost or stolen card.

Using Your Library Card and Account Access

Patrons can use their library card, a digital version of their library barcode, a photo ID, or provide an identifying piece of information to check out materials in the library. Only the patron whose name is on the library account can use the card. Staff only provide information about the account to the card holder. Parents and guardians who signed for a child's card can access account information and use the child's library card.

Exam proctoring is a popular service offered by the library for many patrons who are taking online academic and vocational courses. Based on some recent issues that have come up, the staff are recommending the addition of the sentence shown in blue at the end of the policy. Also, due to the rise in people using tablets and other types of internet-enabled devices, we are recommending swapping the words “computer” and “laptop” in the third paragraph with the word “device” in order to be more comprehensive. Finally, we do not have a designated Exam Proctoring Coordinator, and so we recommend removing this language as indicated in the fourth paragraph.

Policy

In support of its mission to promote lifelong learning the Addison Public Library will proctor exams for students with valid Addison Public Library cards. Exam proctoring for non- Addison Public Library card holders will be considered on a case-by-case basis and approval will be based on available staffing.

Exams are administered by appointment only and applications for proctoring must be submitted at least seven days in advance. The library does not guarantee to the school the name of an individual proctor. Any Adult Specialist may act as the proctor.

*The Library will proctor both written and online exams. Online testing may be done via a Library ~~computer~~ **device** or the student’s personal ~~laptop~~ **device**. The Library will not download software onto ~~a~~ Library ~~computers~~ **device** that is not compatible with the library’s network. The Library cannot guarantee that technical problems will not occur when using the Library’s network or its ~~computers~~ **devices**.*

*The student must make arrangements with the school to have written tests sent to the ~~Exam Proctoring Coordinator at the Library~~ **attention of the staff member assigned to proctor their exam**. All tests must be accompanied by a postage paid envelope to send the test back. The Library does not accept the cost of mailing tests back to schools. Students are not allowed to mail their own tests back. The Library will fax tests back to schools.*

Exams will be mailed or faxed back to the school within 24 hours. The Library is not responsible for US mail service delays and does not provide a receipt of mailing.

*In all cases, the librarian proctoring an exam will verify identification of the student and exams will be conducted within immediate sight of the reference desk, but the proctoring librarian will also be assisting other library users and will not sit with the student and “watch” them. If a school requires a proctor to sit with the student while they take the test, the Library will be unable to proctor that exam. The Library agrees to provide a reasonably quiet space for students to undertake the exam but students should be mindful that the Library is a public building. **The library reserves the right to terminate an exam and deny future proctoring requests if any rule set out by the library or school is violated or the proctor suspects any of these rules have been violated.***



**SURPLUS EQUIPMENT AND FURNISHINGS
FEBRUARY 2025**

Quantity	Item Description
2	OFS Symphony wooden benches
17	Upholstered lounge chairs
7	Worden Grand 2-person study tables
11	Worden Grand 4-person study tables
2	Worden Grand 6-person study tables
39	Loewenstein desk chairs
8	Arcadia/Occasional Arch end tables
2	Worden Grand study carrels
16	TenJam DuraFLEX foam chairs
2	4-door cabinets (72"w x 40"h x 18"d)

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Rosario
she is very helpful and
knowledgeable a pleasant
personality

Thank you!



Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Ana did an unbelievable
job of helping me decipher
cursive writing in a foreign
language. This will allow me to
contact a long, lost relative

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Above and beyond! Amazing
service, Dedication,
Compassion, Understanding
Helpful, never
received this type of
service from anyone
in 40 years. Wow, Thank
you.

Trandlation: Yesenia is an excellent social worker. Thanks to her I managed to prevent any injustice from happening. I am very grateful to God, to Yesenia and to this wonderful library that helps our community. I

sincerely recommend it to everyone for the work they provide.

Yesenia es una excelente trabajadora social, gracias a ella logre que no se cometiera una injusticia estoy muy agradecida con Dios, con YESENIA, y esta maravillosa Biblioteca, que ayuda a nuestra comunidad

La recomiendo a todos
Por el trabajo que brindan
Sinceramente

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

I was looking at the renderings images of the stairwell that you have up. I was thinking a great idea instead of a sitting area. There could be a green space for people to use and see specially in the winter greener would be beneficial for people.



Today's E-edition

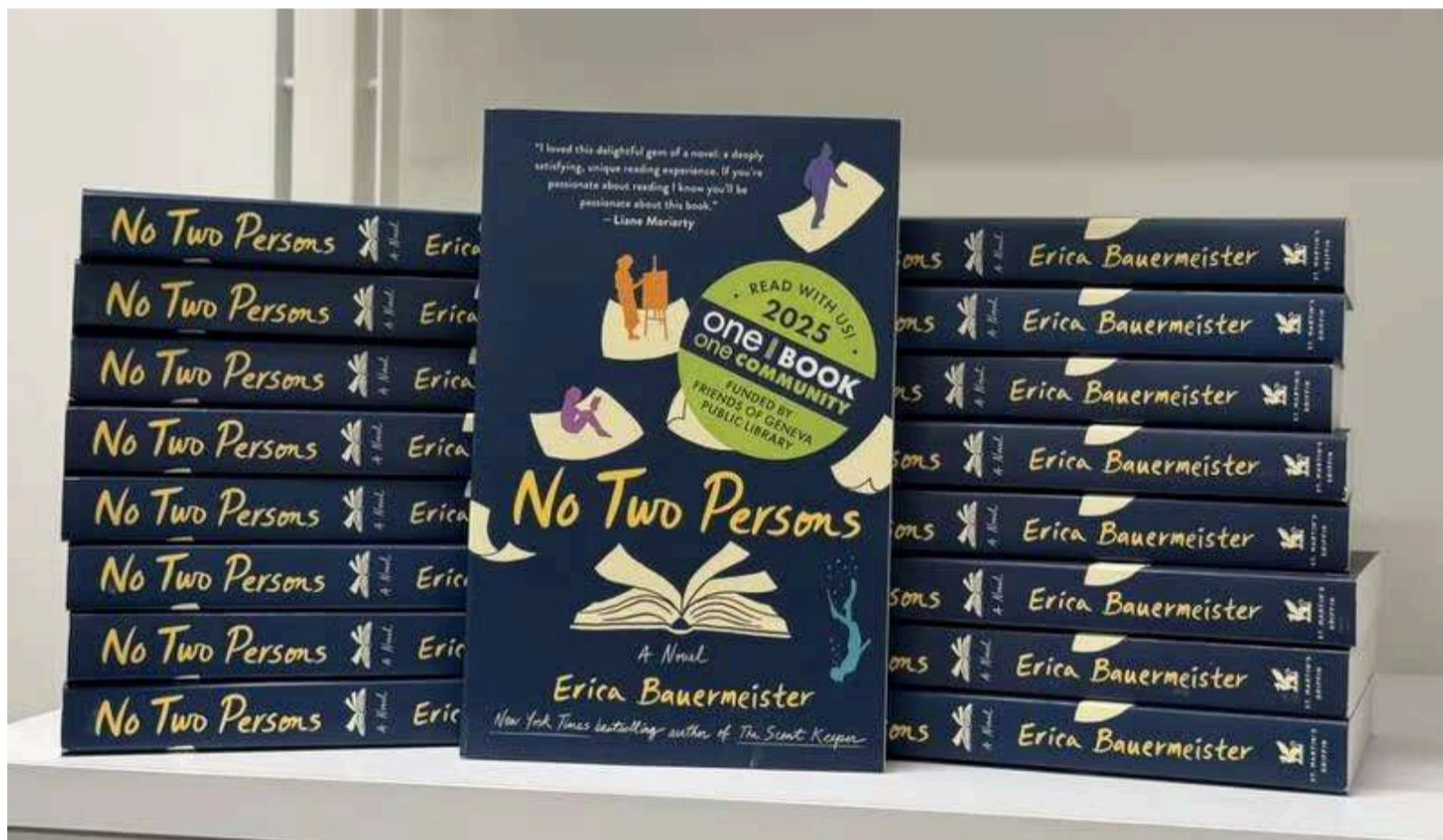
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Literature

Geneva Public Library to give away 1,295 books Saturday for One Book, One Community



Geneva Public Library is hosting its fourth year of One Book, One Community featuring “No Two Persons” by Erica Bauermeister. *Courtesy of Lauren Maxwell*

By Brenda Schory

Posted February 05, 2025 1:52 pm

In beginning its fourth year of One Book, One Community, the Geneva Public Library will give away 1,295 copies of “No Two Persons” by Erica Bauermeister.

Information and Reader Services Coordinator Lauren Maxwell presented the City Council with copies of the book Monday.

Bauermeister is an award-winning and New York Times bestselling author of five novels that have been Reese's Book Club and Indie Next Picks, Maxwell said.

“Her writing has been called ‘delightful, gloriously original and wondrously moving,’” Maxwell said.

“‘No Two Persons’ highlights the invisible threads that link our lives. As we follow the novel’s journey from one character to the next, we are reminded that every life holds its own struggles,” Maxwell said. “And that it is often through shared stories and experiences that we find the strength to carry on.”

The Friends of the Geneva Library donated the nearly 1,300 books that will be given away starting Saturday, Feb. 8, she said.

Books will also be available for checkout in print and through the digital eLibrary.

Also as part of One Book, One Community, the library will provide supplies and kits to make a Tiny Art project on three-by-five-inch canvases to hang in the lobby.

The author will participate in the finale celebration Sunday, April 13, through the support of the Library Foundation, Maxwell said.

“She will share her insights with our community and will be available to sign books afterward,” Maxwell said.

The library is also hosting a Community Resource Fair Saturday, March 8; a Volunteer Fair and Blood Drive on Wednesday, April 5; and a community-wide discussion at 4:30 p.m. Wednesday, April 9, of the themes and how it highlights Geneva's community spirit, she said.

"It's just a joy to see your enthusiasm about this," Second Ward Alderperson Richard Marks said. "I can tell you found the right place, the right job — and it's great to see."

Fourth Ward Alderperson Martha Paschke thanked Maxwell for sharing the program.

"The book sounds like a very timely book for our community to be reading together," Paschke said.

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Open spot will set future of this metro-east library board embroiled in culture wars

Will Bauer

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A [metro-east public library board](#) embroiled in culture war-like issues for the past two years has a vacancy and an upcoming election that could change its ideological makeup.

Currently, the library board in Collinsville and Fairmont City has a 3-3 ideological split after a seventh board member from the conservative wing of the officially nonpartisan board resigned in early November. The remaining Mississippi Valley Library District board members have 90 days to pick a replacement or the Illinois State Library will appoint a successor.

The new trustee could swing the board toward either side of the ideological aisle — but only for a couple of months because election season, when three seats will be on the ballot, is quickly approaching.

“I don’t really see that it’s going to make a whole big difference because it’s going to be filled by whoever the voters decide on in April,” said board President Jeanne Lomax. “It’s a really small window.”

The library board swung conservative in the 2023 elections after a [drag queen story hour in 2022](#) enraged some community members.

Since then, the board has quarreled over [annual tax levies](#), how to fix an elevator and what [books should be allowed on shelves](#) — though no books have been banned, according to the library’s executive director, Kyla Waltermire.

The library, which serves roughly a population of 34,000 people, has regularly drawn crowds to its board meetings and intense public comment over the past two years.

“[It] sometimes makes my stomach hurt to listen to how upset people are at these meetings for the way that they feel things are being treated or done,” said Cathy Kulupka, a trustee since 2018 who is part of the board’s more liberal wing.

A public forum at the Collinsville, Ill. public library on Nov. 20, 2023.

Filling the vacancy

Lisa McCormick resigned on Nov. 4, according to a letter provided by the library board. Trustees accepted her resignation at a Nov. 18 meeting.

At that gathering, the board planned to discuss applicants for the vacancy at the meeting on Tuesday. However, that item was removed from the agenda because Lomax is traveling and will miss the meeting.

“I don’t want us to be able to vote on something if I’m not there — especially something like a replacement to the board,” she said.

Lomax said a representative of the Illinois State Library told her the 90-day clock started when the board accepted the resignation, meaning trustees have until Feb. 16 to fill the vacancy.

Normally, the board meets on the third Monday of each month, which would be Feb. 17. Lomax said the trustees could call a special meeting to address the vacancy.

Lomax, who first ran for a board seat in 2023 after the drag queen story hour, said the election is the best avenue to fill the vacancy long term.

“It’s better that the voters are able to vote on that unexpired term, rather than an appointment,” she said.

Finding a candidate four of six trustees can agree on may be a challenge for the board. While there are plenty of issues the board can agree on, Kulupka said she’s not expecting to reach a consensus.

“I don’t see that happening until the election or [if] it gets to the point where the state library will have to step in,” Kulupka said.

This isn’t the first time the library has appointed a board member close to an election in recent years. In late 2022, the board appointed Michael Treece, and he lost reelection the following year.

Kulupka said she’d like to find an applicant who is good at seeing both sides of the issue and can vote on what’s best for the library, something she felt McCormick did.

“Neither of us really want somebody that’s going to be contentious at every meeting,” Kulupka said. “At the same time, we want to make sure that the standards, especially for inclusivity for everyone, is being upheld.”

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Libraries fire back on bill to remove taxing authority

January 22, 2025 | [Indiana Capital](#)

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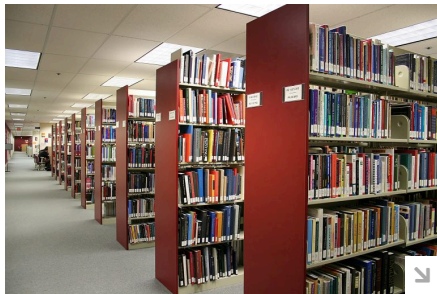
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A photo inside a library

Hoosiers visit their local libraries millions of times each year, one of the public services funded by tax dollars. But boards overseeing the entities have a unique position in Indiana because the appointed members can impose a tax levy for certain needs — a funding option not available to other public services.

A proposal from Republican Sen. Gary Byrne, of Byrnesville, would remove that authority from the public board and give it to the county — a process he said “works very well” with other services, like public parks.

“The primary goal is to have the elected fiscal body have a ... review of the unelected or appointed boards,” Byrne said Tuesday, adding that he believed it would have a “neutral” revenue impact.

“I actually had a constituent come up to me and ask about the library tax when I was on the (county) council and said, ‘Well, that board is appointed. We really have no binding review over what would happen,’” he continued. “(This) just would allow the elected bodies to have a little more say or control and be able to answer to the constituents in their district.”

But librarians, five of whom appeared to testify in opposition, believe it creates “an additional layer of bureaucracy” and said that counties, schools and cities work together to appoint board members.

“Library boards operate openly and transparently so the public can be as engaged as it wants,” said Vanessa Martin, the co-chair of the advocacy committee for the Indiana Library Federation. “Public libraries are also regularly audited to make sure that funds appropriated are being spent as they are meant (to be).”

The bill comes as libraries continue to be under fire for their catalogs, including efforts to ban books with [LGBTQ or anti-racist themes](#). Notably, Lt. Gov. Micah Beckwith was part of the Hamilton East Public Library Board of Trustees and [spearheaded a book review policy](#) that included prominent local author John Green.

Senate Bill 283

No one testified explicitly in support of [Senate Bill 283](#).

David Bottorff, executive director of the Association of Indiana Counties, said it is his group's policy that taxation should be approved by an elected body. But he added that he is glad the bill is being held as there are concerns about which fiscal body would be in charge — counties or cities — and what would happen to existing debt.

“That’s our involvement,” he said.

According to the [Indiana State Library](#), roughly 237 libraries throughout the state have the power to introduce a levy on property taxes, an authority overseen by the Department of Local Government Finance. Then the board justifies the levy in a public hearing before the state can certify.

But Byrne seemed to find support among his Republican colleagues. During his time in local government, he said finding people to serve on the board could be a challenge — something Sen. Mike Gaskill said he’d also seen.

“Both as a school board member and as a county councilman, my experience was that there wasn’t a lot of thought and competition,” said the Pendleton Republican. “... those people end up basically having taxing authority over residents.”

Pushback from libraries

But not all of Byrne’s colleagues agreed.

Sen. Fady Qaddoura, D-Indianapolis, wondered what problem this bill was trying to solve and questioned whether there were other ways to meet that goal.

“I think it might be helpful to have a deep dive into current operations and, if the issue is accountability or transparency, I think we can look at — ‘Are they publishing their annual audited reports? Are they communicating that information to the citizens, if they have concerns?’” Qaddoura said.

Carmel Clay Public Library Director Bob Swanay noted that the city council approved its \$29.9 million bond for a renovation project and timed it in a way that avoided a tax increase. That bond is scheduled to be repaid by 2040, he said, adding that the proposed legislation might shift that burden to Hamilton County.

“It was a successful partnership that Carmel library had with the City of Carmel and, to this day, we work closely with the City of Carmel in all kinds of ways. My concern is this bill would disrupt that long-standing and successful relationship,” Swanay told senators. “I believe that for many counties, this would be an unwanted burden and it does nothing to improve the efficiency of library operations in Indiana. It may do the opposite.”

In contrast to the experiences of senators, the Crown Point Community Library director, Julie Wendorf, detailed the steps she took to screen interested board members with local units of government.

“I ask for letters of intent for people that are interested in joining our board and I pass those along to my appointing bodies,” said Wendorf, who’s also the president of the Indiana Library Federation. “I would justify my choice ... introduce that person to the elected body and then I’m present at their appointment voting and there to answer questions.”

In response to a question about the experience in other counties, where the oversight and appointments vary, Wendorf said it sounded “like there’s a little disconnect with county government ... not realizing the powers that they already have over libraries.”

She pointed to a [2019 law that allows](#) governing bodies to intervene with a proposed levy if a library’s cash on hand exceeds 150% of a proposed budget and also prohibits that unit from reducing funding for libraries by more than 10%.

The Senate Tax and Fiscal Policy Committee opted not to put the bill up for a vote, holding it back for potential amendments.